City of Joondalup

MINUTES AMENDED

CJ198-08/26

minutes

Ordinary Meeting of Council

MEETING HELD ON TUESDAY 27 JUNE 2023

Acknowledgement of Traditional Custodians
The City of Joondalup acknowledges the traditional custodians of the land, the Whadjuk people of the Noongar nation, and recognises the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. The City of Joondalup pays its respects to their Elders past and present and extends that respect to all Aboriginal and Torres Strait Islander peoples.

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TABLE OF CONTENTS

ITEM NO.	TITLE	WARD	PAGE NO.
	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS		**iv**
	DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY		**v**
	PUBLIC QUESTION TIME		**vii**
	PUBLIC STATEMENT TIME		**xxi**
	APOLOGIES AND LEAVE OF ABSENCE		**xxiv**
C058-06/23	REQUESTS FOR LEAVE OF ABSENCE – MAYOR ALBERT JACOB AND CR JOHN RAFTIS		xxiv
	CONFIRMATION OF MINUTES		**xxiv**
C059-06/23	MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 23 MAY 2023		xxiv
	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION		**xxv**
	IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC		**xxvi**
	PETITIONS		**xxvi**
	REPORTS		**1**
CJ086-06/23	DEVELOPMENT AND SUBDIVISION APPLICATIONS - APRIL 2023	ALL	1
CJ087-06/23	PROPOSED MULTIPLE DWELLINGS (SEVEN NEW DWELLINGS) AT LOT 61 (549) BEACH ROAD, DUNCRAIG	SOUTH	5
CJ088-06/23	APPOINTMENT OF ELECTED MEMBER REPRESENTATIVE TO THE CITY'S RECONCILIATION ACTION PLAN COMMUNITY REFERENCE GROUP	ALL	35
CJ089-06/23	TENDER 010/23 SUPPLY AND DELIVERY OF DOG WASTE BAGS AND ROADSIDE BAGS	ALL	38
CJ090-06/23	EXECUTION OF DOCUMENTS	ALL	46
CJ091-06/23	MINUTES OF REGIONAL COUNCIL MEETINGS	ALL	48
CJ092-06/23	STATUS OF PETITIONS	ALL	50

ITEM NO.	TITLE	WARD	PAGE NO.
CJ093-06/23	ANNUAL REVIEW OF THE CORPORATE BUSINESS PLAN 2023–2027	ALL	52
C060-06/23	**PROCEDURAL MOTION - THAT THE ITEM BE REFERRED BACK**		**55**
CJ094-06/23	CORPORATE SPONSORSHIP APPLICATION: WHITFORD CHURCH OF CHRIST INC. FOR HEATHRIDGE CAROLS IN THE PARK 2023	ALL	56
	CORPORATE SPONSORSHIP APPLICATION: SWIMMING WA OPEN WATER SWIM SERIES AT MULLALOO AND SORRENTO	ALL	63
CJ095-06/23	CORPORATE SPONSORSHIP APPLICATION: BOWLS AUSTRALIA LTD FOR THE NATIONALS EVENT 2023	ALL	64
CJ096-06/23	2023 ANNUAL REVIEW OF REGISTER OF DELEGATION OF AUTHORITY	ALL	72
C061-06/23	**PROCEDURAL MOTION – THAT THE MOTION BE NOW PUT**		**77**
CJ097-06/23	LIST OF PAYMENTS MADE DURING THE MONTH OF APRIL 2023	ALL	78
CJ098-06/23	FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 30 APRIL 2023	ALL	81
CJ099-06/23	SORRENTO SURF LIFE SAVING CLUB REDEVELOPMENT PROJECT - CONCEPT DESIGN UPDATE	SOUTH-WEST	88
CJ100-06/23	OCEAN REEF ARTIFICIAL SURF REEF PRE-FEASIBILITY PROPOSAL	NORTH-CENTRAL	106
CJ101-06/23	PETITION – SORRENTO BOWLING CLUB – INSTALLATION OF SELF-SERVICE CLUB TAB	SOUTH	113
C062-06/23	**PROCEDURAL MOTION – THAT THE ITEM BE DEFERRED**		**122**
CJ102-06/23	TRAFFIC MANAGEMENT IMPROVEMENTS NORTHSHORE DRIVE, KALLAROO	CENTRAL	123
CJ103-06/23	PETITION - LEAFY CITY PROGRAM - SIZE AND PLACEMENT OF TREES AFFECTING VIEWS	ALL	130
CJ104-06/23	APPOINTMENT OF ACTING MEMBER TO MINDARIE REGIONAL COUNCIL	ALL	139

ITEM NO.	TITLE	WARD	PAGE NO.
	REPORTS OF THE CHIEF EXECUTIVE OFFICER		**142**
CJ105-06/23	PUBLIC ACCESS WAYS PLANTING AND MAINTENANCE PROGRAM	ALL	143
C063-06/23	**ADOPTION BY EXCEPTION RESOLUTION**		**153**
C064-06/23	**MOTION TO CHANGE THE ORDER OF BUSINESS**		**153**
CJ106-06/23	DRAFT 2023-24 BUDGET	ALL	153/161
CJ107-06/23	PROPOSAL TO LEVY DIFFERENTIAL RATES FOR THE 2023-24 FINANCIAL YEAR	ALL	155
CJ106-06/23	DRAFT 2023-24 BUDGET	ALL	161/153
C065-06/23	**PROCEDURAL MOTION – THAT THE ITEM BE DEFERRED**		**184**
	URGENT BUSINESS		**193**
	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN		**193**
C066-06/23	NOTICE OF MOTION NO. 1– CR CHRISTOPHER MAY – CYCLIST/PEDESTRIAN PATHWAYS WHITFORDS AVENUE		193
C067-06/23	NOTICE OF MOTION NO. 2 – CR CHRISTOPHER MAY – SISTER CITY RELATIONSHIP WITH CITY OF MANCHESTER		195
	ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING		**197**
	CLOSURE		**197**

CITY OF JOONDALUP

COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON 27 JUNE 2023

DECLARATION OF OPENING

The Mayor declared the meeting open at 6.30pm.

ANNOUNCEMENT OF VISITORS

Mayor:

HON. ALBERT JACOB, JP		*absent from 9.53pm to 9.56pm*

Councillors:

CR TOM MCLEAN, JP	North Ward	*absent from 9.13pm to 9.15pm*
CR ADRIAN HILL	North Ward	*absent from 8.51pm to 8.53pm*
CR DANIEL KINGSTON	North Central Ward	*absent from 10.06pm to 10.09pm*
CR NIGE JONES	North Central Ward	*absent from 9.40pm to 9.42pm*
CR RUSSELL POLIWKA	Central Ward	*absent from 9.08pm to 9.11pm*
CR CHRISTOPHER MAY	Central Ward	*absent from 10.11pm to 10.14pm*
CR SUZANNE THOMPSON	South Ward	*absent from 7.34pm to 7.35pm*
CR RUSS FISHWICK, JP	South Ward	
CR JOHN RAFTIS	South-West Ward	*absent from 10.04pm to 10.07pm*
CR CHRISTINE HAMILTON-PRIME, JP	South-West Ward	
CR JOHN LOGAN	South-East Ward	*absent from 6.50pm to 6.55pm* *absent from 9.41pm to 9.46pm*
CR JOHN CHESTER	South-East Ward	*absent from 9.08pm to 9.11pm*

Officers:

MR NICO CLAASSEN	Acting Chief Executive Officer	
MR MAT HUMFREY	Director Corporate Services	*absent from 9.50pm to 9.55pm*
MR CHRIS LEIGH	Director Planning and Community Development	*absent from 9.41pm to 9.43pm*
MR JAMIE PARRY	Director Governance and Strategy	
MS SHEREE EDMONDSON	Acting Director Infrastructure Services	*absent from 8.49pm to 8.52pm*
MRS KYLIE BERGMANN	Manager Governance	*absent from 9.52pm to 9.57pm* *absent from 10.02pm to 10.04pm*
MRS CATHRINE TEMPLE	Manager Planning Services	*to 7.45pm*
MRS REBECCA MACCARIO	Manager Strategic and Organisational Development	
MR MICHAEL HAMLING	Manager Parks and Natural Environment	*absent from 8.52pm to 8.54pm*
MR RONEY OOMMEN	Manager Financial Services	
MR DANIEL DAVINI	Media Advisor	
MRS DEBORAH GOUGES	Acting Governance Coordinator	
MRS SUSAN HATELEY	Governance Officer	

There were 143 members of the public and no member of the press in attendance.

DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY

Disclosures of Interest affecting Impartiality

Elected Members (in accordance with clause 22 of Schedule 1 of the *Local Government [Model Code of Conduct] Regulations 2021*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member / employee is also encouraged to disclose the nature of their interest.

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ094-06/23 - Corporate Sponsorship Application: Whitford Church of Christ Inc. for Heathridge Carols in the Park 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob attends the Carols every year and a number of the organisers are known to him.

Name / Position	**Cr Tom McLean, JP.**
Item No. / Subject	CJ095-06/23- Corporate Sponsorship Application: Bowls Australia Ltd for The Nationals Event 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor McLean is a social member of the Joondalup Sports Association (JSA).

Name / Position	**Cr Russ Fishwick, JP.**
Item No. / Subject	CJ095-06/23- Corporate Sponsorship Application: Bowls Australia Ltd for The Nationals Event 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	As a member of the Sorrento Bowling Club where an event is being staged, Councillor Fishwick will be assisting as a volunteer.

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ097-06/23 - List of Payments Made During the Month of April 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob does some part-time work for Thomson Geer, he does not work on City of Joondalup matters.

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob is a patrolling member at the Mullaloo Sorrento Surf Life Club and he is Vice Patron of the Sorrento Surf Life Saving Club (and Surf Life Saving WA).

Name / Position	**Cr Christine Hamilton-Prime, JP.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Hamilton-Prime is a Vice Patron of the surf club, her husband is the club doctor and the club is known to her.

Name / Position	**Cr Russell Poliwka.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Poliwka is a past patron and Executive Members are known to him.

Name / Position	**Cr Russ Fishwick, JP.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Fishwick is a patron of the Sorrento Surf Life Saving Club and a Senior Assessor for Surf Life Saving WA.

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ100-06/23 - Ocean Reef Artificial Surf Reef Pre-Feasibility Proposal.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob has publicly stated that he supports an artificial reef at this location, including during 2021 elections.

Name / Position	**Cr Christopher May.**
Item No. / Subject	CJ100-06/23 - Ocean Reef Artificial Surf Reef Pre-Feasibility Proposal.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor May has publicly supported the establishment of an artificial surf reef at Ocean Reef Marina.

Name / Position	**Cr Christine Hamilton-Prime, JP.**
Item No. / Subject	CJ100-06/23 - Ocean Reef Artificial Surf Reef Pre-Feasibility Proposal.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	The stakeholders are known to Councillor Hamilton-Prime.

Name / Position	**Cr Russ Fishwick, JP.**
Item No. / Subject	CJ101-06/23 - Petition – Sorrento Bowling Club – Installation of Self-Service Club TAB.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Fishwick is a member of the Sorrento Bowling Club and a Pennant Player.

Name / Position	**Cr Christine Hamilton-Prime, JP.**
Item No. / Subject	CJ101-06/23 - Petition – Sorrento Bowling Club – Installation of Self-Service Club TAB.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	The Sorrento Bowling Club and its members are known to Councillor Hamilton-Prime.

Name / Position	**Cr Daniel Kingston.**
Item No. / Subject	CJ105-06/23 - Public Access Ways Planting and Maintenance Program.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Members of the Lakeview Contemplation Garden are known to Councillor Kingston. A member of Councillor Kingston's family was responsible for putting the PAW (Public Access Way) Policy at the Annual General Meeting. Councillor Kingston lives adjacent to a PAW.

PUBLIC QUESTION TIME

The following summarised questions were submitted prior to the Council meeting:

C Rolfe, Mullaloo:

Re: CJ066-05/23 – Draft Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) 2023-2033.

Q1&2 The trigger for the first groyne to be considered along the Mullaloo zone is stated to be when erosion is within 20 metres of an identified 'asset'. Could the City please explain exactly how the distance is measured?

Who is responsible for monitoring and measuring of the erosion and where is this value deemed to currently sit (25 metres or 30 metres)?

A1&2 The State Coastal Planning Policy defines a line referred to as the Horizontal Shoreline Datum (HSD) which is the limit of the action of the ocean. It is an indicator of the shoreline position and is generally approximated at around the coastal vegetation line. The Coastal Hazard Assessment calculated the HSD for the City's beaches based on storm erosion modelling and this is used as the reference line for the various maps. At Mullaloo this was around +2 mAHD, or around 2 metres above mean sea level. All of the references to the coastal erosion risks and distances are based on this HSD, as is the requirement of the Policy.

The trigger point referenced is when this HSD is 20 metres from a significant asset. The 20 metres is due to the potential storm erosion allowance for this area of 20 meters. The rationale is that if the HSD is within that 20 metres, the asset is at risk should that significant storm be experienced.

The City undertakes a Coastal Monitoring Program annually, which includes among other things:

- seasonal documented inspections of the shoreline and photo monitoring
- bi-annual surveys by licensed surveyors of profiles from behind the dunes and to several hundred metres offshore to monitor shoreline change
- annual mapping of the shoreline movement plan (approximately the HSD) to determine the trends and rates of shoreline movement
- reporting and recommendations on management and further monitoring
- the survey is completed by licensed surveyors, the analysis is completed by coastal engineers and the management works enacted by City staff and Contractors

- based on the last coastal monitoring map (late 2022), there is over 30 metres between the HSD and the Mullaloo Surf Life Saving Club. It is noted that this distance is currently increasing slightly each year as Mullaloo Beach accretes.

Q3 Why did Council vote against peer review of the CHRMAP?

A3 The City cannot comment on the decisions of Council.

Q4 If an event 'triggers' the plan, for example, a very large storm, precisely how long, post this event, will be given for the beach to return to its normal state naturally, before the plan is triggered?

A4 This would be reviewed as part of the monitoring program and would be dependent on the situation. It would depend on whether it was due to a single storm induced erosion, which would be expected to recover, or whether it was an ongoing trend of annual erosion. This is reviewed as part of the annual Coastal Monitoring Program analysis.

A one-off large storm would typically not be acted on if there was no underlying trend of recession and it would be given time to recover. Should that develop into an ongoing trend of consistent erosion rather than recovery, then it may be acted on. If there was an ongoing trend of recession, which then got to the point of triggering action, that would likely be acted on earlier. Any action would be the subject to further detailed modelling which would provide more detailed responses and information.

Q5 Can the company who created the proposed CHRMAP, MP Rogers, tender for the capital works of the required groyne construction, should the plan be 'activated', given that they created the plan, as there would be an obvious and clear conflict of interest if they did?

A5 The appointment of any contractors would be in alignment with the City's *Purchasing Policy.*

G Stickland, Craigie:

Re: Padbury Community Hall.

Q1 Is it correct that the Padbury Community Hall of 40 years is now called the Padbury Hall?

A1 The City has not rebranded this facility.

Q2 Does changing the name of a community facility require the approval of Council?

A2 Council considers the naming of City facilities in accordance with the City's "Naming of Public Facilities Policy".

Re: Petition in relation to Fees and Charges for the use of Community Facilities.

Q3 Have all Councillors been made aware that a petition lodged at the last Council Meeting with over 900 signatures on it regarding the new charges to use our community facilities has been removed from the agenda?

A3 Council was presented three petitions relating to the *Venue Hire Fees and Charges Policy* at its meeting held on 23 May 2023. Those petitions were referred to the Chief Executive Officer for action. At that same meeting Council considered an item relating to the introduction of the policy and carried a resolution (CJ067-05/23 refers). The resolution reaffirmed Council's decision of 16 August 2022 to implement the Venue Hire Fees and Charges Policy as from 1 January 2023 with an amendment to increase the level of subsidy from 50% to 75% until June 2025, the after that to reduce subsidy to 50% from 1 July 2025. Based on the decision lead petitioners of all three petitions were advised accordingly.

P Perez Navas-Parejo, Greenwood:

Re: Facial Recognition and Number Plate Recognition.

Q1 Can the City confirm the number of facial recognition and number plate recognition cameras and their locations within the City of Joondalup?

A1 There are no CCTV cameras within the City of Joondalup with active facial recognition capabilities.

There are three Temporary CCTV Towers with ANPR (automatic number plate recognition) functionality that are located in areas prioritised on a range of antisocial behaviour activity. These areas are determined using information received from the community and WA Police. The footage from the CCTV Towers has been utilised by WA Police on numerous occasions when a crime has been committed and the footage is required for evidential/ investigatory purposes.

The Temporary CCTV Towers are currently located on Whitfords Avenue, Hillarys (at the Northside Drive intersection) and at Assembly Way, Greenwood (next to Dandjoo Park).

The Temporary CCTV Towers normally remain in place for a period of eight to 10 weeks before being moved to the next location.

Re: Video Surveillance.

Q2 Will video surveillance be rolled out within the City of Joondalup, as it has been in the City of Unley, SA?
Reference https://www.facebook.com/watch/?v=1041146827286400

A2 The City is not aware of the detail in relation to the City of Unley and extent to which it monitors and measures information across its smart city platforms.

In relation to the City of Joondalup however, as outlined in the draft 2023 – 2027 Corporate Business Plan the City proposes to develop a Community Safety Plan in 2023/24, with an intent to address a number of community safety initiatives across the City, including parking management, animal management, CCTV, graffiti removal and community amenity. One of the milestones for 2023/24 for the project is to undertake community consultation and as such, community members will have the opportunity to review the draft plan and provide feedback on its objectives and strategies.

Re: Global Covenant of Mayors for Climate and Energy.

Q3 The City of Joondalup is a current member of the Global Covenant of Mayors for Climate and Energy, what is Mayor Jacob's involvement and how will this affect residents of the City of Joondalup?
Reference https://www.globalcovenantofmayors.org/our-cities/

A3 Mayor Jacob is informed about opportunities to participate in the Global Covenant of Mayors for Climate and Energy. The Global Covenant of Mayors for Climate and Energy is an international alliance of cities with a shared long-term vision of promoting voluntary action to combat climate change and transition to low-emission and resilient societies. The City's participation in the Global Covenant of Mayors for Climate and Energy will not directly affect City of Joondalup residents, however knowledge sharing is used to inform the City's climate change planning and initiatives.

Re: Sustainable Development Goal Number 13.

Q4 Is the City aware of Sustainable Development Goal Number 13 in regard to reducing our carbon footprint? Reference https://sdgs.un.org/goals/goal13

A4 The City is aware of Sustainable Development Goal number 13 regarding climate action. The City is currently developing a new Climate Change Plan to provide guidance to the City's climate change mitigation and adaptation activities over the next 10 years.

Re: Freedom of Movement.

Q5 Are the Mayor and the Councillors of the City of Joondalup aware that depriving Australians of their freedom of movement breaches article 12 of the Australian Human Rights?
Reference https://humanrights.gov.au/our-work/rights-and-freedoms/freedom-movement

A5 It is unclear how the City of Joondalup may currently be perceived to be, or may be able to at some time in the future, depriving residents of their freedom of movement.

B Hewitt, Edgewater:

Re: Corruption and Misconduct.

Q1 Given your response to my written question at the Ordinary meeting of Council held on 23 May 2023, can Council and the Chief Executive Officer advise how they plan to better manage the City of Joondalup staff to prevent and monitor for any further instances of corruption and/or misconduct within the organisation?

A1 The City has existing systems and processes in place to help prevent instances of fraudulent, corrupt and/or misconduct behaviours occurring and detect it if it does occur.

This includes a rolling three-year internal audit plan which includes audits relating to fraud and corruption. This is supported by a fraud and misconduct data analytics program on when evidence is obtained that relates to potential fraudulent, corrupt and/or misconduct behaviours.

The City's *Integrity Framework* (the Framework) guides the organisation in providing the highest level of integrity for its community, and brings together the instruments, processes and structures within the organisation that foster integrity and help prevent corruption and misconduct from taking place. The Framework also includes areas with responsibilities for defining, supporting, controlling and enforcing integrity across the organisation.

Q2 Will the City be undertaking a far-reaching independent audit of the organisation to ensure no further instances of corruption and/or misconduct are to be found? If not, why not?

A2 No. The existing systems and processes in place already detect instances of corruption and/or misconduct. These are further enhanced with increased audit activity, post-transactional reviews and additional awareness focusing on specific behaviours and/or activities that has been identified.

Re: Coastal Hazard Risk Management and Adaptation Plan (CHRMAP).

Q3 Did the City investigate a number of engineering and environmental strategies when looking at producing the draft CHRMAP before seeking public consultation?

A3 As part of the development of the draft CHRMAP a multi-criteria analysis and cost benefit analysis was undertaken on various adaptation options including hard and soft options. This included doing nothing, removal of assets, beach nourishment, seawalls, groynes, headlands and artificial reefs. These options are in addition to the current controls and management practices that the City has in place.

Q4 Can the City please provide details of all strategies investigated under the Coastal Hazard Strategy and the reasons they were dismissed and/or embraced?

A4 Section 8 of the Technical Coastal Hazard Risk Management and Adaptation Plan provides this information. The document can be accessed at joondalup.wa.gov.au/wp-content/uploads/2023/06/MP-Rogers-Technical-Coastal-Hazard-Risk-Management-and-Adaptation-Plan.pdf

Q5 In the cost/benefit analysis done during the preparation of the CHRMAP did the City look at the emotional and psychological costs to the community of the loss of the natural environment from construction of the groynes and the economic and social costs from the loss of safe spaces for kite surfers?

A5 As outlined in the CHRMAP Cost Benefit Analysis Summary Report social and environmental values have been considered as part of the cost benefit analysis. The costs included are associated with the loss of vegetation and foreshore area. These have been quantified based on available literature, including an economic study in New South Wales to determine such values for the purposes of cost benefit analyses (Pascoe et al 2017). The report is available at https://www.joondalup.wa.gov.au/wp-content/uploads/2023/06/MP-Rogers-CHRMAP-Cost-Benefit-Analysis-Technical-Summary.pdf.

R Repke, Kallaroo:

Re: CJ099-06/23 Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.

Q1 Why is the City's contribution not mentioned in clear dollar figures in the item paper, is it $6 million or, given the expected price increases, substantially more?

A1 At its meeting held on 28 June 2022 (CJ096-06/22 refers), Council approved a redevelopment concept design (Option One) at a project cost of $14 million. The State Government ($8 million) and the Sorrento Surf Life Saving Club ($1 million) will fund jointly $9 million and the City will be responsible for the rest of the project costs which will be determined once a preferred option is selected.

Q2 Might the fact that our Mayor and one Councillor are Vice Patrons of the Club not lead to unfair advantages during the contract negotiations and Council Elections, and might it not be advisable that the two remaining Vice Patrons also resign from these positions? (Cr Fishwick has apparently resigned from the Club).

A2 Each Elected Member is to comply with the requirements of the *Local Government Act 1995* when dealing with items before them in which they may have a conflict of interest.

In addition, clause 22 of the *City's Code of Conduct for Council Members, Committee Members and Election Candidates* set out the requirements of how and when a disclosure of an impartiality interest must be made by a council member. The onus and the decision to disclose an impartiality interest rests with the individual Elected Member. Should an Elected Member declare an impartiality interest, they may continue to participate in debate on the particular item and may vote on the particular item.

Q3 *How much of an income does the Club expect per year and how much will the City request as a compensation for its contribution (6% of that income would be a benchmark), as we need to see that the members of that Club will have an advantage to use the beach, which the majority of our ratepayers and the public in general will not have?*

A3 The level of income is a question for the Sorrento Surf Life Saving Club (the Club). Other than the $1 million up front capital contribution the City is not requesting any further contribution of the club for the project. The club will occupy the new facility under a lease arrangement in accordance with conditions agreed to at that time. The beach at Sorrento is currently, and will remain, fully accessible by the public.

Q4 *Is the $1.3 million for a seawall (see printed page 199 Draft Coastal Hazard Risk Management) part of the City's contribution or is this amount seen as an additional item?*

A4 The City cannot answer the question as there is not sufficient detail to enable us to do so.

M Sideris, Mullaloo:

Re: Norfolk Pine at Pinnaroo Point.

Q1 As Norfolk pines are not natural in the coastal foreshore reserve, Bush Forever 325, please confirm that all Norfork pines will be removed from in/around the City play area located at Pinnaroo Point?

A1 Whilst located within the coastal foreshore reserve, Pinnaroo Point Beach Park has been historically developed and managed as a recreation park that is separated from the bushland area through the installation of conservation fencing.

The bushland within Pinnaroo Point is managed as a site with high conservation value and the parkland area is managed in accordance with the City's *Parks Classification Framework* as a District Recreation Park.

To support the use of the play space located within the Pinnaroo Point Beach Park, Norfolk Island Pines have been selected as an Australian species that offers shade for playground users and are not subject to dropping limbs.

Given the intended purpose and location of the trees outside of the bushland area, the City does not support the removal of the Norfolk Island Pines from the playground.

Re: Coastal Hazard Risk Management and Adaptation Plan.

Q2 Please advise why the MP Rogers Coastal Hazard Risk Management and Adaptation Plan R1073 was not made available for public review until a few days before the first public information session at Mullaloo?

Q3 Please advise why the MP Rogers Coastal Hazard Risk Management and Adaptation Plan and Cost Benefit Analysis Technical Summary was not made available for public review until a few days before the first public information session at Mullaloo?

A2 & 3 The technical CHRMAP and Cost Benefit Analysis are highly technical in nature, and it was not originally intended that these documents be made publicly available. Due to the complex detail included in the document a community facing plan has been developed which is based on the technical information developed by MP Rogers.

Due to the high level of interest within the community, the City has now published the Technical Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) and Cost Benefit Analysis Summary Report to support community feedback on the Draft Coastal Hazard Risk Management and Adaptation Plan during the consultation period.

Re: List of Payments.

Q4 *Please provide details of the consultancy service outcome for EF106171 Veraison WA?*

A4 *EF106171 Veraison WA* is the Elected Members Cultural Development Program (formal personal leadership assessments).

M Kwok, Ocean Reef:

Re: Global Covenant of Mayors for Climate and Energy.

Q1 When did the Mayor of City of Joondalup sign up for Global Covenant of Mayors for Climate and Energy?

A1 The City of Joondalup joined the Compact of Mayors Program in 2015. The program is now known as the Global Covenant of Mayors for Climate and Energy. The Global Covenant of Mayors for Climate and Energy is an international alliance of cities with a shared long-term vision of promoting voluntary action to combat climate change and transition to low-emission and resilient societies.

Re: Greenhouse Gas Emissions.

Q2 What is the annual municipal Greenhouse Gas (GHG) emissions (MTCO2e) in the City of Joondalup?

A2 The total municipal emissions for the City of Joondalup in 2020/21 were 1,058,000 tonnes of CO_2 equivalent.

Re: City Boundaries.

Q3 Where does the western boundary of the City end?

A3 The boundary is usually defined by reference to the high-water mark of the seaward boundary.

Q4 Are groynes and artificial surf breaks outside the boundary of the City?

A4 Determination of land tenure for coastal infrastructure would be undertaken as part of the planning stage for the installation of coastal adaptation measures. The City would liaise with relevant state government departments regarding jurisdiction.

Re: Coastal Hazard Risk Management and Adaptation Plan (CHRMAP).

Q5 How much did it cost the City for the preparation of the CHRMAP and the community consultation sessions?

A5 The City has been working on the CHRMAP since 2015/16 which has cost approximately $116,000 (exclusive of GST) for the Cost Benefit Analysis, Technical CHRMAP, Community-facing CHRMAP and community consultation on the draft CHRMAP.

M Harrison, Mullaloo:

Re: Coastal Hazard Risk Management & Adaptation Plan (CHRMAP).

Q1 Given that the City's adopted CHRMAP process has omitted to reference the significant global warnings made by the Intergovernmental Panel on Climate Change (IPCC) assessment reports released in 2013 and in 2021, how have the community generally been given the chance to understand the latest knowledge of the extent of the coastal hazard risks on a 100-year timeframe?

A1 The City's Coastal Hazard Assessment was undertaken in accordance with the requirements of the *State Coastal Planning Policy 2.6* and includes reference to the IPCC assessment report from 2013 and 2007. The Coastal Hazard Assessment informed the development of the City's CHRMAP and the coastal erosion lines. The City aims to undertake another Coastal Hazard Assessment in 2025/26 which would include reference to the IPCC 2021 report. The City's CHRMAP would be updated at this time if required.

Q2 Given that the City's adopted CHRMAP process has omitted to reference significant global warnings made by the IPCC assessment reports released in 2013 and in 2021, how could MP Rogers & Associates have undertaken the necessary meaningful analyses that includes the current knowledge of the extent of the coastal hazard risks on a 100-year timeframe?

A2 See response to Q1.

Q3 Will the City please urgently upload to the City's webpage the final, signed-off, individual Scope of Works for a) the Draft CHRMAP, b) the Technical CHRMAP and c) the Cost-Benefit CHRMAP?

A3 The scope of works for the development of the CHRMAP including the related investigations is in accordance with the guidelines set out by the state government. The City does not intend to publish this information.

Q4 Given that the City's adopted CHRMAP process has omitted to reference significant global warnings made by the IPCC assessment reports in 2013 and in 2021, how valid are the identified pathway options?

A4 See response to Q1.

Q5 The Draft CHRMAP is supported by both a Technical CHRMAP and the Cost/Benefit CHRMAP, what is the single total cumulative cost paid by ratepayers for these two supportive CHRMAPs together?

A5 The development of the City's CHRMAP has included approximate costs for the Technical CHRMAP and Cost Benefit Analysis of $70,000 (exclusive of GST).

M O'Byrne, Kinross:

Re: Coastal Hazard Risk Management and Adaption Plan (CHRMAP) 2023 – 2033.

Q1 Can the City explain in detail please what sliding scale evaluation, that is, what weighting it will apply to residents' responses on CHRMAP?

A1 The City does not apply a weighting when analysing submissions on community consultation projects. Rather the outcomes report for the CHRAMP consultation will be provided in full for Council's consideration.

Q2 How many community responses will the City consider to be significant when it has made only minimal provision for community engagement with the issues?

A2 The outcomes report for the CHRAMP consultation will be provided in full for Council's consideration.

The consultation period on the draft CHRMAP is eight weeks and the City has promoted the Draft CHRMAP community consultation broadly through the following methods:

- Dedicated webpage on the City's website.
- Item in the Community Engagement Network eNewsletter, Environmental News and Events eNewsletter and Joondalup Voice eNewsletter.
- Item in the Joondalup Voice insert in the Perth Now Joondalup community newspaper.
- Electronic display screens at City of Joondalup libraries, Craigie Leisure Centre and the administration building.
- Facebook posts.
- Facebook advertisement.
- Twitter posts.
- Telephone on-hold message (City of Joondalup telephone number).
- Signage erected along the coast at eight locations.
- Direct email to a wide range of community groups, sporting groups, environmental/friends' groups, and resident/ratepayer groups.
- Direct letter to property owners within identified coastal hazard areas.
- Direct email to community members on the Coastal Vulnerability Stakeholder Notification List.
- Direct letter to parliamentarians/politicians.

Five community information sessions are being held in June and July 2023 including three in person session and two online sessions.

Q3 *Why hasn't the City become proactive with mobile community engagement out to high schools, shopping centres, community centres and onto the streets?*

A3 The City plans and designs each consultation individually and utilises a number of methods aimed to reach the target audience for the consultation project. Where appropriate this includes mobile community engagement methodologies.

Q4 Has the City neglected its fiduciary duty to residents in allowing the main contractor, which isn't a large firm – to peer review their own work?

A4 No. The City engaged consultants to develop the technical CHRMAP and a separate consultant to develop a community facing plan. The consultants who developed the technical plan reviewed the community facing plan to ensure that the technical information had been correctly included.

Q5 *Does the City consider it is being disrespectful to residents when the City only goes to public consultation on a major highly relevant community issue, when the City has already made decisions on CHRMAP outside of any real community impact or influence?*

A5 The intention of the consultation is to seek feedback from the community on proposals within the draft CHRMAP and no implementation of any new adaptation options have been scheduled.

M Dickie, Hillarys:

Re: CJ096-06/23 2023 Annual Review of Register of Delegation of Authority

Q1 With reference to the proposed wording of Delegation 3.7.1 does Council understand that the provisons of Clause 2.5.1 of the R Codes stating "The decision-maker, in its assessment of a proposal that addresses the design principle(s), should not apply the corresponding deemed-to-comply provision(s)" mean that it has no power to impose Conditions "so the element meets the relevant deemed-to-comply or design standard"?

A1 The proposed changes to delegation 3.7.1, including references to 'deemed-to-comply' does not change the way in which the City assesses an application against the R-Codes, which, when relevant, includes consideration against design principles. Rather, the proposed changes reassign which officer within the organisation is provided with delegated authority to determine certain planning applications, with set thresholds in place. The intent behind the proposed changes is to provide a better balance in the decision-making process to ensure applications can be processed as efficiently as possible with decisions made by an appropriately experienced officer.

Delegation 3.7.1(a)(i) sets out instances when development applications, where objections have been received, can be determined by the Coordinator Planning Approvals, Coordinator Urban Design and Policy, Senior Planning Project Officer or a Senior Urban Planner. In some instances, applicants request determination notices be conditioned to address matters of concern (raised in submissions) in lieu of submitting amended plans addressing the concerns. Common instances where this arises relates to concerns such as screening or front fencing.

The proposed changes to the delegation will allow a condition to be imposed on a determination notice requiring an element of the proposal to meet the relevant deemed-to-comply requirement (where the applicant is in agreement) to address an objection that the City considers raises relevant planning considerations and that the design principles/development standards have not been met. A condition requiring an element to meet a deemed-to-comply standard will not be imposed without agreement from the applicant.

The proposed change provides an option for a clear and straightforward path to approval for applicants where an objection is received, rather than it being a mandatory requirement. In the event the applicant does not agree to a condition as described above, the application will then be determined, with consideration against the relevant design principles, by the Coordinator Approval Services where less than three objections have been received, or the Manager Planning Services where there are more than three objections.

Q2 Does Council understand that, similarly, the reference in item d to approval where a boundary wall is within 25% of the Deemed Requirements is also improperly applying those provisions?

A2 As outlined above, the proposed changes to delegation 3.7.1, including references to 'deemed-to-comply' does not change in practice the way in which the City assesses an application against the R-Codes, which, when relevant, includes consideration against design principles.

The current delegation allows boundary walls which do not exceed the deemed-to-comply requirement by more than 10% to be determined by the Coordinator Planning Approvals, Coordinator Urban Design and Policy, Senior Planning Project Officer or a Senior Urban Planner, with those exceeding the deemed-to-comply requirement by more than 10% to be determined by the Manager Planning Services, Manager Regulatory Services or Director Planning and Community Development.

The proposed changes reassign which officer within the organisation is provided with delegated authority to determine certain planning applications, within set thresholds, in this instance, relating to boundary walls.

The intent behind the proposed changes is to provide a better balance in the decision-making process to ensure applications can be processed as efficiently as possible with decisions made by an appropriately experienced officer.

Q3 *Will Council remove the unnecessary mentions of Deemed-to-Comply in this delegation to avoid confusing owners and assessors since Clause 2.2.1 of the R Codes provides that development for a single house that meets the Deemed-to-Comply provisions of the R Codes does not require development approval?*

A3 Delegations 3.7.1 and 3.7.2 relate to authority delegated to City officers for decision-making on lodged development (planning) applications. If a proposal does not require development approval, a development (planning) application is also not required and therefore no decision (delegated or otherwise) is required.

Q4 *Will Council acknowledge the relevance of the statements in Planning Bulletin 109 that deemed-to-comply "clearly acknowledges that these requirements meet the objectives and must be deemed acceptable and compliant" and "that there is always an opportunity to consider different ways to design for specific sites to achieve more appropriate outcomes than can be achieved under 'deemed-to-comply' requirements"?*

A4 Planning Bulletin 109 is a Department of Planning, Lands and Heritage (DPLH) document. The DPLH has advised that the bulletin was prepared to support release of amended R-Codes and consequential amendments to *Development Control Policy 2.2 Residential Subdivision* which were gazetted on 2 August 2013. The DPLH has further advised that Planning Bulletin 109 became obsolete in approximately 2016. Notwithstanding this, the City assesses applications for development approval against the relevant planning framework, including the exercise judgement in accordance with Clause 2.5 of the *Residential Design Codes*.

Q5 *Will Council incorporate in this Delegation its statements, for instance in the Minutes of the Ordinary Meeting of Council held on 21 November 2017 that "approval of a proposal using design principles rather than the deemed-to-comply requirements is not a "variation" and does not represent a 'relaxation' of any kind"?*

A5 The purpose of the City's Register of Delegation of Authority is to set out which functions of the local government are delegated to a committee of Council, the Chief Executive Officer or other officers. It is not the purpose of the register to include statements such as those referred to in the above question.

R Murphy, Marmion:

Re: Coastal Hazard Risk Management and Adaption Plan (CHRMAP).

Q1 What steps are being taken to engage marine biologists and other relevant scientists to provide expert advice on the effects of built structures such as groynes on the marine life, marine and coastal environment and coastal processes within the Marmion Marine Park conservation reserve within the City's boundaries?

A1 Prior to the implementation of any proposed adaptation pathways, presented in Section 9.1 of the draft CHRMAP further detailed analysis will be undertaken. This will include the development of a business case, further technical assessments and advice from relevant experts, review of the latest coastal hazard information, modelling and community consultation as required. The City will liaise with relevant state government departments regarding advice and relevant approvals.

Q2 Has the "trigger" been reached for the proposed 2025 groyne?

A2 The City undertakes a Coastal Monitoring Program annually, which includes among other things:

- seasonal documented inspections of the shoreline and photo monitoring
- bi-annual surveys by licensed surveyors of profiles from behind the dunes and to several hundred metres offshore to monitor shoreline change
- annual mapping of the shoreline movement plan (approximately the Horizontal Shoreline Datum) to determine the trends and rates of shoreline movement
- reporting and recommendations on management and further monitoring.

The survey is completed by licensed surveyors, the analysis is completed by coastal engineers and the management works enacted by City staff and Contractors.

Based on the last coastal monitoring map (late 2022), there is over 30 metres between the Horizontal Shoreline Datum and the Mullaloo Surf Life Saving Club and the trigger point has not yet been reached for the proposed groyne at Mullaloo Beach. It is noted that this distance is currently increasing slightly each year as Mullaloo Beach accretes however it is projected to recede in the long term.

The following summarised questions were submitted to the Council meeting:

S Boylan, Mullaloo:

Re: CJ100-06/23 – Ocean Reef Artificial Surf Reef Pre-feasibility Proposal.

Q1 What knowledge does the City have regarding previous artificial surf breaks?

A1 The Acting Chief Executive Officer responded that previous assessments of artificial reef were undertaken by consultants on behalf of DevelopmentWA, in relation to the artificial reef on the breakwaters. The City has not done any work assessing an artificial reef at the area between the southern breakwater and Mullaloo, and therefore the work proposed under the feasibility study will undertake that assessment.

Q2 In relation to any other artificial reefs that have been built in Perth, has the City found information concerning their success?

A2 Mayor Jacob advised that the City has looked at a range of other projects, with the forthcoming artificial reef in Albany referred to in terms of timing and process.

The Acting Chief Executive Officer responded that he has no knowledge of other artificial reefs in the Perth area.

R Pizzey, Woodvale:

Re: 15-minute Cities and the Global Covenant of Mayors for Climate and Energy.

Q1 As a participant in the Global Covenant of Mayors for Climate and Energy, which seems to support the implementation of the '15-minute city', are there plans for implementing the '15-minute city' in the City of Joondalup?

A1 The Director Governance and Strategy advised that the City joined the Compact of Mayors program back in 2015, which is known as the Global Covenant of Mayors for Climate and Energy. The City will reference that program with regard to development of a new Climate Change Strategy. The '15-minute city' may be examined as part of the development of the Climate Change Strategy.

Q2 Since the '15-minute city' could be considered in the future, to what extent could it be implemented? Would surveillance of citizens' movements in and out of the City be incentivised or discouraged?

A2 Mayor Jacob responded that the City has not said it plans to implement the '15-minute city' and the Council has made no decisions regarding this policy.

The Director Governance and Strategy responded that the concept could be considered as part of Climate Change Strategy, with any advantages or disadvantages of those programs considered as part of the development of the Climate Change Strategy.

M Kwok, Ocean Reef:

Re: CJ100-06/23 – Ocean Reef Artificial Surf Reef Pre-feasibility Proposal.

Q1 As it is stated that the seaward boundary of the City of Joondalup is at the high-water mark, is it acceptable for ratepayers to pay for the feasibility study for the artificial surf reef?

A1 Mayor Jacob responded that any artificial reef is going to be built in State land, and the City has a previous history of working with the State Government in areas that extend beyond the City's boundary. Examples of this include the Ocean Reef Marina development as well as some areas and facilities of Yellagonga Regional Park. The artificial surf reef at Albany has been a prime example of local government partnering with the State and the Commonwealth, and this is a very standard practice.

Re: Funding of Groynes.

Q2 Is it acceptable for the ratepayers of the City to pay for the groynes?

A2 Mayor Jacob responded that when there is a need to respond to erosion, with Seabird and Quinns being examples, there is a higher level of State infrastructure funding and support available, and the City anticipates this to continue in the future.

The Manager Strategic and Organisational Development responded that any implementation of the coastal adaptation options would attract State and Federal grant funding in support.

M Sideris, Mullaloo:

Re: Coastal Hazard Risk Management and Adaptation Plan (CHRMAP).

Q1 Can the City explain why there was no application for State funding to prepare the CHRMAP and engage companies like MP Rogers and Audit Technology?

A1 The Manager Strategic and Organisational Development responded that the City did apply for funding through the Coastal Adaptation Grants Project, to aid in the implementation of the Coastal Monitoring and Sand Bypassing Project. If the City had applied for funding for the engagement of consultants in relation to the CHRMAP, it would be in direct competition with that application. It was more effective to apply for funding that aids in implementing the Coastal Adaptation works required.

Q2 Can the City explain why the engagement of consultants was not in accordance with the State Government policy for the development of the CHRMAP?

A2 The Acting Chief Executive Officer responded that the City has engaged consultants to develop the CHRMAP in line with the policy requirements of the State Government.

PUBLIC STATEMENT TIME

The following summarised statements were submitted verbally at the Council meeting:

B Hewitt, Edgewater:

Re: Response to CHRMAP.

Ms Beth Hewitt urged the Council to use restraint when increasing this year's rates, before focusing on the potential effects of the CHRMAP on the local community.

Ms Hewitt emphasised that Council should consider the significant impact increasing rates will have on young families already suffering due to the current cost of living pressures.

Regarding the CHRMAP information sessions, Ms Hewitt strongly opposed the plans for coastal adaptations and outlined community desires, expressed by survey respondents in 2018, for the beach to be protected through revegetation and stabilising of the dunes, with further development of vulnerable areas being limited.

Ms Hewitt questioned the impact Hillarys Marina has had on the natural flow of sand in the area and described erosion as occurring steadily for 30 years. Ms Hewitt challenged the plan to implement groynes, as it will prevent long walks on the expansive beach and cause potential dangers for kitesurfing.

J Tostevin, Edgewater:

Re: Lakeview Contemplation Garden.

Mr John Tostevin addressed Council in relation to the Lakeview Contemplation Garden (LCG) and the City's Community Garden Guidelines. Mr Tostevin noted conflicting outcomes of AGM Motions 15.2 and 39.1 of the Council Meeting held on 23 May 2023. Mr Tostevin also noted the recommendation to request the CEO to implement options to support the LCG in line with the City's Community Garden Guidelines.

Mr Tostevin stated that the LCG is willing to work with the City Administration to make the garden a reality providing the LCG may plant from their list of trees and shrubs, all of which are WA natives and pose no threat to the area.

Mr Tostevin explained that the requirement for groups to take out liability insurance, while important, may be a reason that residents are reluctant to plant out Pedestrian Accessways (PAWs). Mr Tostevin encouraged the City of Joondalup to pay for the insurance, as is done by the City of Stirling for the Brighton Road Community Garden in Scarborough.

M Dickie, Hillarys:

Re: CJ096-06/23 – 2023 Annual Review of Register of Delegation of Authority.

Mr Martin Dickie spoke in relation to CJ096-06/23 – 2023 Annual Review of Register of Delegation Authority, specifically delegation 3.7.1 which deals with town planning. Mr Dickie raised concerns over delegations which allow Officers to approve designs that are within 10% of the code standards. Mr Dickie explained that this wording could be challenged at the State Administrative Tribunal or other legal forums.

Mr Dickie emphasised the principle, from Planning Bulletin 109, that "the intention of the R-codes has always been to encourage site specific design leading to innovation". Mr Dickie urged Council to rethink the wording of the delegation, and reminded Councillors that the City has no power to request any application be discussed in full Council, stating that many authorities include this provision in their delegation notices.

Cr Logan left the Chamber at 6.50pm.

J Keenan, Mullaloo:

Re: CJ100-06/23 – Ocean Reef Artificial Surf Reef Pre-feasibility Proposal.

Mr Joel Keenan, treasurer of the Mullaloo Boardriders Club, addressed Council to relay his personal experience as a local surfer and emphasise the need for an artificial surf reef. Mr Keenan noted the promise to the Joondalup surfing community of an artificial surf reef after the loss of 75% of the City's surf breaks due to the Ocean Reef Marina Development.

Mr Keenan reminisced on the importance of lost breaks in the lives of many locals: 'mossies' a notorious summer break, 'mullz point' in winter and 'big rock' - a body boarding wave. Mr Keenan explained that previously there were more waves to share, as the body boarders would be on one break and the surfers on another. In contrast, Mr Keenan noted that now everyone is crammed onto one wave at the point. Mr Keenan also described a favourite break, 'pile-ons', in the winter. Mr Keenan lamented that these breaks are now cut off from the open ocean by the Marina Break wall buried under tonnes of sand to make way for apartments.

Cr Logan entered the Chamber at 6.55pm.

D Tasker, Sorrento:

Re: CJ099-06/23 – Sorrento Surf Life Saving Club Redevelopment Project – Concept Design Update.

Mr David Tasker, board member of the Sorrento Surf Life Saving Club (SSLSC), spoke in relation to the proposed redevelopment of SSLSC that has been ongoing for the past 10 years. Mr Tasker noted that over time SSLSC members have raised almost $1 million for the project. Mr Tasker described how almost 12 months ago Council overwhelmingly approved the urgent need for a new club to replace the 65-year-old building. Mr Tasker mentioned the total budget of $14 million as including approximately $3 million for a commercial facility of no benefit to the club. Also mentioned by Mr Tasker were the $8 million from the State Government and the agreement of a location where the new club rooms would be built. Mr Tasker expressed the club's dismay, having worked with various stakeholder groups over recent months, that there appears to be limited progress. Mr Tasker urged Councillors to talk directly with the SSLSC members in a constructive setting, to create a path forward.

P Perez, Greenwood:

Re: Global control through Local Governments.

Mr Pedro Perez raised concerns over the potential rise of global control through local governments. Mr Perez alerted the Council to unelected foreign organisations supporting the Great Reset and referred to the websites of the World Economic Forum or the Global Covenant of Mayors. Mr Perez described a surveillance state where residents are dictated on what they can eat, restricted on how much energy can be used, and limited on how many kilometres can be travelled or how many items of clothing can be bought per year.

Mr Perez urged Council to consider the role of serving the community versus enslaving humanity. Mr Perez emphasised that residents want a peaceful life free from oppression and control, and that people will not consent to being ruled by foreign organisations.

J Hope, Beldon:

Re: Anti-drag queen story time at libraries.

Ms Jaqueline Hope addressed Council to object to any possibility of drag queen story time at City of Joondalup libraries. Ms Hope expressed the concern that ratepayers' moral standards may be contradicted if there were to be story time led by drag queens, arguing that this would expose children aged 2-8 to early sexualisation.

Ms Hope recounted her personal attendance at two protests in the City of Perth and the City of Bayswater, and questioned whether the heavy Police presence was a proper use of resources. Ms Hope noted the dilemma that consenting parents still have no control over the content of the stories read. Ms Hope expressed that adults can consent to their own interests and preferences, but children cannot consent. Ms Hope encouraged the Council to question and oppose presentations of story time by drag queens at local libraries.

APOLOGIES AND LEAVE OF ABSENCE

C058-06/23 REQUEST FOR LEAVE OF ABSENCE – MAYOR ALBERT JACOB, JP AND CR JOHN RAFTIS

MOVED Cr May, SECONDED Cr Poliwka that Council APPROVES the request for Leave of Absence from Council duties for:

1 Mayor Albert Jacob, JP covering the period 3 July to 29 July 2023 inclusive;

2 Cr John Raftis covering the period 29 August to 2 September 2023 inclusive.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

CONFIRMATION OF MINUTES

C059-06/23 MINUTES OF ORDINARY COUNCIL MEETING HELD ON 23 MAY 2023

MOVED Cr Jones, SECONDED Cr McLean that the Minutes of the Ordinary meeting of Council held on 23 May 2023 be CONFIRMED as a true and correct record.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Celebrating a Joondalup Milestone

Mayor Jacob announce that this Saturday, 1 July 2023, is a significant day for our City as we celebrate our 25th birthday.

Mayor Jacob said that in a short period of time, Joondalup has grown to become one of the world's most liveable cities with a connected and engaged community of 165,000 people.

Mayor Jacob said we are a destination city, a bold, creative, prosperous city that continues to make its mark on the global stage.

Mayor Jacob said it has been an exciting and successful journey so far, but the Joondalup story has only just begun - here's to the next chapter!

Mayor Jacob urged everyone to visit the City's website joondalup.wa.gov.au to find out more about how we will be marking this historic milestone.

NAIDOC Events in July

Mayor Jacob said members of the community are invited to take part in the City of Joondalup's flag-raising ceremony and month-long celebrations to commemorate NAIDOC Week 2023.

Mayor Jacob announced that a flag-raising ceremony will be held next Monday 3 July, alongside a traditional smoking ceremony and cultural immersion activities delivered by Sharon Wood-Kenney, community leader and chair of the City's Reconciliation Action Plan Community Reference Group.

Mayor Jacob said additional workshops and activities planned throughout July will continue to provide the wider community with the opportunity to celebrate and recognise the cultures, achievements, and contributions of Aboriginal and Torres Strait Islander peoples.

Mayor Jacob said to visit joondalup.wa.gov.au for more information or to book ticketed events.

More Gold for Joondalup

Mayor Jacob announce that for a fifth successive year, the City of Joondalup has received a Gold Australasian Reporting Award for excellence.

Mayor Jacob said the City's 2021/22 Annual Report highlighted the projects, activities and services the City delivered within that 12-month timeframe, as well as outlining the progress it had made towards the strategic initiatives and priorities in its 10-Year Strategic Community Plan, Joondalup 2032.

Mayor Jacob said the Australasian Reporting Awards allow the City to benchmark its annual report against other local governments across Australia, New Zealand, and the Asia Pacific Region.

Mayor Jacob expressed that achieving gold status for a fifth successive year demonstrates the significant improvement to the quality of the City's reporting over many years and shows that it is achieving world's best practice when it comes to report delivery.

Mayor Jacob shared that this fitting recognition for our City reflects well on the professionalism of City officers and our organisation as a whole.

IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil.

PETITIONS

Nil.

REPORTS

CJ086-06/23 DEVELOPMENT AND SUBDIVISION APPLICATIONS - APRIL 2023

WARD	All	
RESPONSIBLE DIRECTOR	Mr Chris Leigh Planning and Community Development	
FILE NUMBER	07032,101515	
ATTACHMENT	Attachment 1	Monthly Development Applications Determined – April 2023
	Attachment 2	Monthly Subdivision Applications Processed – April 2023
AUTHORITY / DISCRETION	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting')	

PURPOSE

For Council to note the number and nature of applications considered under delegated authority during April 2023.

EXECUTIVE SUMMARY

Schedule 2 (deemed provisions for local planning schemes) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) provide for Council to delegate powers under a local planning scheme to the Chief Executive Officer (CEO), who in turn has delegated them to employees of the City.

The purpose of delegating certain powers to the CEO and officers is to facilitate the timely processing of development and subdivision applications. The framework for the delegations of those powers is set out in resolutions by Council and is reviewed annually, or as required.

This report identifies the development applications determined by the administration under delegated authority powers during April 2023 (Attachment 1 refers), as well as the subdivision application referrals processed by the City during April 2023 (Attachment 2 refers).

BACKGROUND

Clause 82 of schedule 2 (deemed provisions for local planning schemes) of the Regulations enables Council to delegate powers under a local planning scheme to the CEO, and for the CEO to then delegate powers to individual employees.

At its meeting held on 28 June 2022 (CJ092-06/22 refers) Council considered and adopted the most recent Town Planning Delegations.

DETAILS

Subdivision referrals

The number of subdivision and strata subdivision referrals processed under delegated authority during April 2023 is shown in the table below:

Type of subdivision referral	Number of referrals	Potential additional new lots
Subdivision applications	2	2
Strata subdivision applications	5	6
TOTAL	**7**	**8**

Of the subdivision referrals, seven were to subdivide in housing opportunity areas, with the potential for eight additional lots.

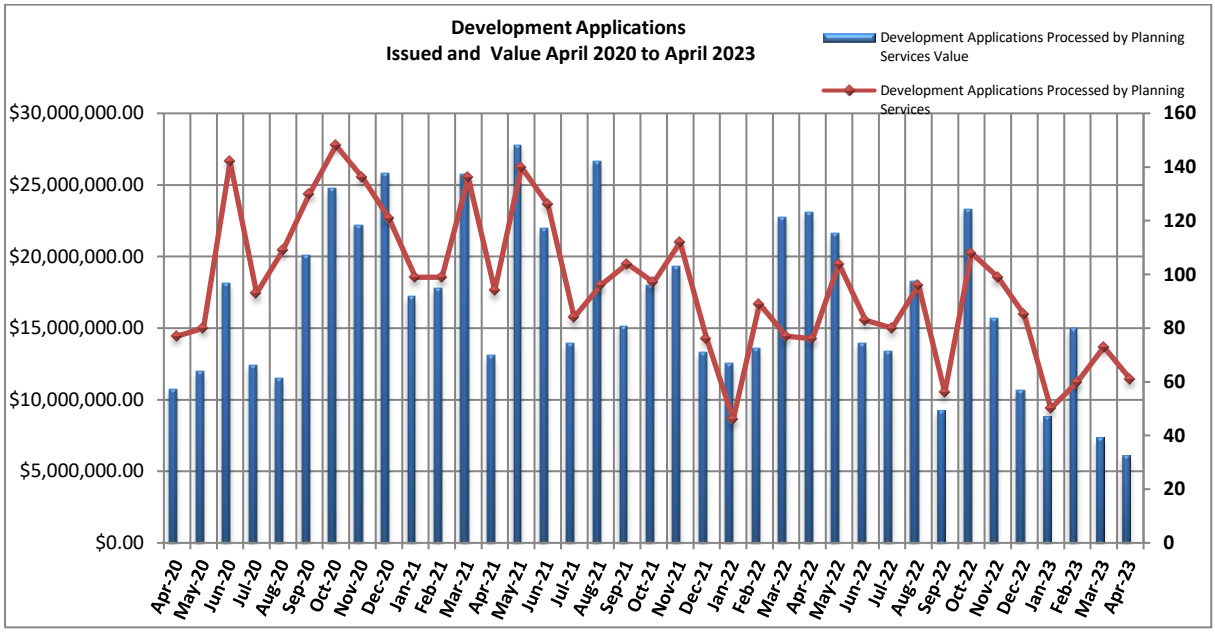
Development applications

The number of development applications determined under delegated authority during April 2023 is shown in the table below:

	Number	Value ($)
Development applications processed by Planning Services	61	$5,941,970.50

Of the 61 development applications, three were for new dwelling developments in housing opportunity areas, proposing a total of three additional dwellings.

The total number and value of development applications determined between April 2020 and April 2023 is illustrated in the graph below:



The number of development applications received during April 2023 was 78.

The number of development applications current at the end of April was 174. Of these, 11 were pending further information from applicants and six were being advertised for public comment.

In addition to the above, 158 building permits were issued during the month of April with an estimated construction value of $30,974,661.89.

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / Policy implications

Legislation *City of Joondalup Local Planning Scheme No. 3.*
Planning and Development (Local Planning Schemes) Regulations 2015.

10-Year Strategic Community Plan

Key theme Place.

Outcome Well-planned and adaptable – you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

Policy Not applicable. All decisions made under delegated authority have due regard to any of the City's policies that may apply to the particular development.

Clause 82 of schedule 2 of the Regulations permits the local government to delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties. Development applications were determined in accordance with the delegations made under Clause 82 of schedule 2 of the Regulations.

All subdivision applications were assessed in accordance with relevant legislation and policies, and a recommendation made on the applications to the Western Australian Planning Commission.

Risk management considerations

The delegation process includes detailed practices on reporting, checking and cross checking, supported by peer review in an effort to ensure decisions taken are lawful, proper and consistent.

Financial / budget implications

A total of 61 development applications were determined for the month of April with a total amount of $23,863.71 received as application fees.

All figures quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Consultation may be required by the provisions of the R-Codes, any relevant policy and/or LPS3 and the Regulations.

COMMENT

Large local governments utilise levels of delegated authority as a basic business requirement in relation to town planning functions. The process allows for timeliness and consistency in decision-making for rudimentary development control matters. The process also allows the elected members to focus on strategic business direction for the Council, rather than day-to-day operational and statutory responsibilities.

All proposals determined under delegated authority are assessed, checked, reported on and cross checked in accordance with relevant standards and codes.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Jones, SECONDED Cr Poliwka that Council NOTES the determinations and recommendations made under delegated authority in relation to the:

1 Development applications described in Attachment 1 to Report CJ086-06/23 during April 2023;

2 Subdivision applications described in Attachment 2 to Report CJ086-06/23 during April 2023.

The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of CJ105-06/23, page 153 refers.

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 1 refers

To access this attachment on electronic document, click here: Attach1brf230613.pdf

CJ087-06/23 PROPOSED MULTIPLE DWELLINGS (SEVEN NEW DWELLINGS) AT LOT 61 (549) BEACH ROAD, DUNCRAIG

WARD	South
RESPONSIBLE DIRECTOR	Mr Chris Leigh Planning and Community Development
FILE NUMBER	40989, 101515
ATTACHMENTS	Attachment 1 Location plan Attachment 2 Development plans Attachment 3 Building perspectives Attachment 4 Landscape plan Attachment 5 Applicant's justification (including statement addressing SPP7.0) Attachment 6 Transportation Noise Assessment Attachment 7 Waste Management Plan Attachment 8 Environmentally Sustainable Design Checklist Attachment 9 Design Review Panel comments and applicants' response. Attachment 10 Assessment against HOALPP and SPP7.3
AUTHORITY / DISCRETION	Administrative - Council administers legislation and applies the legislative regime to factual situations and circumstances that affect the rights of people. Examples include town planning applications, building licences and other decisions that may be appealable to the State Administrative Tribunal.

PURPOSE

For Council to determine an application for development approval for seven Multiple Dwellings at Lot 61 (549) Beach Road, Duncraig.

EXECUTIVE SUMMARY

The City received an application for seven multiple dwellings at Lot 61 (549) Beach Road, Duncraig (subject site) in February 2022.

The proposed two storey development (with undercroft carpark) comprises three dwellings on both the ground and second floors, and one dwelling split over both floors.

The subject site is zoned 'Residential' with a density code of R20/R60 under the City's *Local Planning Scheme No. 3* (LPS3). The development is primarily subject to the requirements of LPS3, *State Planning Policy 7.3 Residential Design Codes Volume 2 – Apartments* (SPP7.3) and the *Development in Housing Opportunity Areas Local Planning Policy* (HOALPP).

The application was advertised for a period of 14 days by way of letters sent out to the owners and occupiers of 91 properties in the surrounding area, sign on site, and notice on the City's website, concluding on 28 September 2022. No submissions were received.

The application is required to be determined by Council as the development is for more than five multiple dwellings.

It is considered that the proposed development satisfies the relevant requirements of LPS3, SPP7.3 and HOALPP, and it is therefore recommended that the application be approved subject to conditions.

BACKGROUND

Suburb/Location		Lot 61 (549) Beach Road, Duncraig.
Applicant		Fulfill the Dream.
Owner		Nicholas Kish and Anamaria Isticioaia-Budura.
Zoning	**LPS**	Residential R20/R60
	MRS	Urban
Site area		734m^2
Structure plan		Not applicable.

The subject site is currently developed with a single storey dwelling. It is bound by Beach Road to the south and residential properties to the east, north and west (Attachment 1 refers). The site is located approximately 800 metres east of the Carine Glades Shopping Centre, 400 metres (walkable distance) west of the Warwick Train Station and 50 metres north of the Carine Regional Open Space. The site slopes approximately three metres from the street up to the rear boundary.

The subject site is located on the local government boundary with the City of Stirling, and as a result, any matters associated with the Beach Road verge would not be subject to the City of Joondalup requirements.

The subject site is within Housing Opportunity Area 1, zoned 'Residential' and coded R20/R60 under LPS3. The immediate properties to the east and west are single storey dwellings. The site to the rear is currently being redeveloped as four, two storey grouped dwellings. More broadly, the area has a number of redeveloped properties in the vicinity, being a mix of grouped and multiple dwellings.

DETAILS

The proposed development consists of the following:

- Seven multiple dwellings, with all dwellings comprising two bedrooms, a study and two bathrooms.
- A two storey building, with undercroft parking. Due to the slope of the site, the building appears as three storeys from Beach Road.
- Ten resident car bays and two visitor bays.
- Building materials comprising painted render and fibre cement boards, face brick cladding, timber and glass balustrading.
- Bin storage area located within the car parking area, along the eastern boundary.
- Retention of mature vegetation on-site, with additional trees and landscaping proposed around the periphery of the building.

The development plans are provided as Attachment 2 with building perspectives, landscaping plan, Applicant's justification (including statement against the design principles of *State Planning Policy 7: Design of the Built Environment* (SPP7)), Transportation Noise Assessment and Waste Management Plan are provided as Attachments 3 to 7 to Report CJ087-06/23.

Joondalup Design Review Panel

The proposal was presented to the Joondalup Design Review Panel (JDRP) on 18 August 2021. A summary of the JDRP comments, as well as the applicant's response to these items is included in Attachment 9 to Report CJ087-06/23.

A summary of the major points raised by the JDRP are included below as follows:

- The overall design required attention, including a simplified roof.
- Concerns with the overall bulk and scale of the development, including compliance with privacy requirements when transitioning from a R20 area.
- Apartment 2 seems to be squeezed in and results in a compromised design.

The development has been altered and resubmitted since the matter was presented to JDRP with many of the items being addressed by the applicant.

Planning assessment

An assessment has been undertaken against the relevant provisions of LPS3, HOALPP, *State Planning Policy 7 Design of the Built Environment* (SPP7) and SPP7.3.

A summary of how the HOALPP and SPP7.3 have been applied in the consideration of the development application is discussed in the table below:

Policy	Purpose
State Planning Policy 7.3 Residential Design Codes (SPP7.3)	• SPP7.3 is performance-based policy, broken up into several design elements (for example, building height, visual privacy, solar access). • Development is required to meet the element objectives, even where a local planning policy replaces, amends and/or augments SPP7.3. • Each element objective includes acceptable outcomes and design guidance which provide more specific measurable requirements for each design element. • The acceptable outcomes and design guidance are not a 'deemed-to-comply' pathway and, while meeting the acceptable outcomes is likely to achieve the element objectives, a proposal may still satisfy the objectives via alternative methods.
Development in Housing Opportunity Areas (HOALPP)	• The HOALPP is to be read in conjunction with SPP7.3. • The HOALPP replaces, amends and/or augments certain provisions of SPP7.3. • Where an element of the proposal meets the development standard set in the HOALPP, it is considered to meet the relevant objective of the HOALPP and is only considered against the relevant element objective of SPP7.3. • Where an element of the proposal does not meet the development standard set in the HOALPP, or the HOALPP does not address the element, the element is assessed against the relevant objectives of the HOALPP (where required) and the element objectives of SPP7.3.

A summary of the City's assessment against the development standards (HOALPP) and element objectives (SPP7.3) is included in Attachment 10 to Report CJ087-06/23.

Assessment under the Planning Framework

The City's assessment against the provisions of SPP7.3 and HOALPP is included in Attachment 10. The key design elements are discussed in more detail below.

Land use

The subject site is zoned Residential R20/R60 under LPS3 and is located within HOA 1. Multiple dwellings are a 'D' (discretionary) land use under LPS 3

The relevant objectives of the 'Residential' zone under LPS3 are to:

- *Facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *Provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

The City is of the view that the development meets the objectives of the Residential zone and will deliver an appropriate design and built form outcome which will complement the existing (and intended future) streetscape which includes a mix of single, grouped and multiple dwellings. Further information on this is discussed in the relevant sections of the report below.

HOALPP

Building Height

Provision	Required	Proposed	Assessment
Sub-section 4 Building Height (HOALPP)	Maximum height: Two storeys / 9m	Two storey development with undercroft (9.4m)	The development is considered to meet the relevant objectives of HOALPP.

Sub-section 4 Building Height objectives state:

- *The height of development responds to the desired future scale and character of the street and context of the Housing Opportunity Areas.*
- *The height of buildings within a development responds to changes in topography*.

Element 2.2 Building height element objectives state:

O 2.2.1 The height of development responds to the desired future scale and character of the street and local area, including existing buildings that are unlikely to change.
O 2.2.2 The height of buildings within a development responds to changes in topography.
O 2.2.3 Development incorporates articulated roof design and/or roof top communal open space where appropriate.
O 2.2.4 The height of development recognises the need for daylight and solar access to adjoining and nearby residential development, communal open space and in some cases, public spaces.

The applicant has provided the following justification against the element objectives of SPP 3.7 to demonstrate the development is acceptable:

2.2.1 The street is already starting to build up in height, with townhouses and apartments already present. Any existing houses in the street which are getting on in age will surely follow suit once sold due to the re-zoning and HOA. Our Development meets the 9m building height requirement, apart from a small portion of the skillion roof slightly exceeding that height. With a slope of roughly 3m uphill from front to back, we incorporated a basement carpark slightly further down from the street level which allows the 1st floor apartments to sit at the same level of the existing backyard. LHS fenceline has been retained for the most part while the rear fenceline hasn't been affected at all.

2.2.3 Roof design is very articulate with the use of skillions and gable ends adding character to the design.

2.2.4 Solar access to neighbouring properties was never really a concern due to the northern orientation at the rear and increased side setbacks for intended landscaping.

The site slopes considerably from north to south, with a level difference of approximately 3.5 metres from the south-west corner to the north-east corner. The proposal includes two levels of the development that are occupied by dwellings, and an undercroft level designated for vehicle parking, waste collection etc. Given the topography of the land the majority of this under croft level is below the existing natural ground level, and therefore by definitions within SPP7.3 is not included as a 'storey'.

The building height has been considered against the objectives of Sub-section 4 and is considered to be acceptable for the following reasons:

- Due to the slope of the roof the front façade is above the maximum 9 metres prescribed by the HOALPP for approximately 5.7m^2 which equates to approximately 3.6 percent of the overall façade.
- Areas of cut have been proposed over the site to reduce the overall impact of the dwelling. By cutting rear sections of the development below natural ground, the height impact on surrounding residential properties is reduced.
- Within 120 metres of the site are numerous multiple and group dwelling developments two stories in height (including 2 Strathyre Drive, 537 Beach Road and 553 Beach Road). The subject development would not look out of place in this section of Beach Road.
- The design of the development includes a podium style configuration with the ground floor (Apartment 1) and the upper floor (Apartment 5) forward of the roof component reducing the visual impact of the roof. The materials of the front façade including timber slats, contrast render and glazing, will draw attention away from the roof with the overall design providing an attractive façade to the public realm.
- The development includes significant landscaping within the street setback area and side of the property, including the retention of existing trees. This vegetation will help reduce the impact of any over height elements of the development to both the street and east and west adjoining properties.
- At the subject site, Beach Road has a large verge with the property boundary set back 14 metres to the vehicle carriageway, and four metres to the pedestrian/cycle path. The increased setback to the users of the public realm will further mitigate the impact of the building height.
- The development does not reduce the solar access to adjoining properties or any major space with the shadow of the development falling predominantly onto the Beach Road public space.

The development provides for an attractive façade incorporating a variety of materials, and design features as well as landscaping within the front setback area that will reduce any impact of the overall height of the development. Given the above, the proposed development is considered to achieve the objectives pertaining to building height.

Tree canopy and deep soil area

Development standards for the relevant sub-sections of the HOALPP relating to tree canopy and deep soil areas along with an assessment of the proposal is considered in the table below.

Provision	Required	Proposed	Assessment
Sub-section 11 – Landscape Area	Minimum 20% of the site to be landscaped with a minimum dimension of 1.5m: 146.8m^2 landscaping	28% landscaping (211.92m^2)	The development is considered to meet the relevant objectives of HOALPP.
Sub-section 12 – Tree Sizes and Deep Soil Areas	Medium trees: 36m^2 deep soil area. Minimum dimensions 3m. Small trees: 9m^2 deep soil area. Minimum dimensions 2m.	Development has space for medium trees at the rear of the development measuring 31m^2 (east) and 30.7m^2 (west). Western area also has a 2.2m landscape strip, however, does not meet the minimum dimensions of 3m. Small trees have minimum 9m^2 and dimension of 2m.	
Sub-section 13 – Trees	One large tree and two small trees; or Two medium trees and one small tree	Two medium trees and numerous small trees in addition to the retention of six trees on site.	
Sub-section 14 – Tree retention	Landscaping can be reduced where medium or large trees are retained. Tree retention is required to be supported by an Arboriculture report.	Six trees are being retained. No arboriculture report was provided by the applicant, however the applicant is not proposing a reduced landscaped area.	

Sub-section 11, 12, 13 and 14 Tree Canopy and Deep Soil Areas objectives state:

- *Achieve an attractive landscape environment that is complementary to the wider neighbourhood.*
- *To ensure the provision of trees and gardens which contribute to the ecology, character and amenity of the Housing Opportunity Areas.*
- *To ensure the retention of existing street trees (where appropriate) and optimise the availability of verge space to increase street tree provision.*
- *To provide access to functional and usable landscape areas for residents that are suitable for the purposes of relaxation and entertaining.*
- *To provide the opportunity to retain appropriate existing trees within a site to minimise loss of suburban urban tree canopies across the Housing Opportunity Areas.*

Element 3.3 Tree canopy and deep soil areas element objectives state:

O 3.3.1 Site planning maximises retention of existing healthy and appropriate trees and protects the viability of adjoining trees.
O 3.3.2 Adequate measures are taken to improve tree canopy (long term) or to offset reduction of tree canopy from pre-development condition.
O 3.3.3 Development includes deep soil areas, or other infrastructure to support planting on structures, with sufficient area and volume to sustain healthy plant and tree growth.

The proposed development provides 28% of the site as landscaping, with three existing medium trees being retained, five new medium trees and additional small trees. While the development meets the development standard under the HOALPP for landscaping, the deep soil areas for the proposed medium trees do not meet the minimum dimension (3 metres) or area (36m^2) of the design standard.

The applicant has provided the following justification against the element objectives of SPP7.3 to demonstrate the development is acceptable:

3.3.1 Achieved, have managed to retain 7 of the 10 existing trees, while 2 of the 3 trees being removed were small anyway and well replaced.
3.3.2 Retaining the majority of the existing trees and adding more trees alike to those means we have increased the tree canopy over what's already existing.
3.3.3 Deep soil areas have been retained to the majority of the development in order to retain and add to the existing mature trees.

The landscaping has been considered against the objectives of Sub-section 11, 12, 13 and 14 and is considered to be acceptable for the following reasons:

- The site is considered to provide for sufficient area for both medium and small trees to grow and thrive with the combined deep soil area of over 60m^2.The site includes existing trees in this area, showing the soil is capable of supporting appropriately sized trees.
- The applicant has not sought to use the existing trees as an offset for the amount of landscaping provided on site given the proposal already exceeds the design standards for landscaping.
- The landscaping proposed will provide for amenity for the residential units, with all apartments having view to spaces of landscaping via outdoor living areas and/or primary living spaces. The position of trees will contribute to the liveability of the dwelling without impacting on the functionality or usability of these spaces.
- The retained and proposed trees onsite will soften the built form of the development as viewed from adjoining properties, and is in keeping with the existing character of the area which maintains high levels of vegetation.
- The development includes a number of trees proposed in the front setback area providing for a positive streetscape outcome and improving the overall aesthetic of the development.
- In addition to the provision of trees, the development includes other vegetated areas including planter boxes and smaller gardens that will cater for smaller trees, shrubs and ground covers adding to the usability of outdoor spaces.

The development provides for significant landscaping surrounding the development which will benefit the future occupiers, surrounding properties and the overall streetscape of Beach Road. Given the above, the proposed development is considered to achieve the objectives pertaining to tree canopy and deep soil areas.

Street Setbacks

Provision	Required	Proposed	Assessment
Sub-section 5 Street Setbacks (HOALPP)	2m setback	2m – 3.06m	The development is considered to meet the relevant objectives of HOALPP.
Element 2.3 Street Setbacks (SPP7.3)	Secondary street setbacks are not applicable for the development.		

Sub-section 5 Street Setbacks objectives state:

- *Building orientation must consider the site, the street and neighbouring buildings to maximise residential amenity, including urban form to the street, landscape area, tree provision/retention, solar access and visual privacy.*

Element 2.3 Street Setbacks element objectives state:

O 2.3.1 The setback of the development from the street reinforces and/or complements the existing or proposed landscape character of the street.
O 2.3.2 The street setback provides a clear transition between the public and private realm.
O 2.3.3 The street setback assists in achieving visual privacy to apartments from the street.
O 2.3.4 The setback of the development enables passive surveillance and outlook to the street.

The applicant has provided the following justification against the element objectives of SPP7.3 to demonstrate the development is acceptable:

2.3.1 the development was setback specifically to preserve the existing front landscaping, so the building has been setback further than the minimum 2m requirement regardless, which is already further back than the most recent developments along the street which don't even have landscaping along the front to begin with.
2.3.2 The landscaping seamlessly divides the property from the public realm while adding character to the verge and public domain.
2.3.3 Starting the apartments on the first floor already gives the residents visual privacy, while the landscaping within the street setback provides security to the carpark and further privacy to the first floor balconies from the footpath.
2.3.4 With the street facing apartments on the first and second floors, there is very good passive surveillance provided from Bed 1, and the Indoor/Outdoor living areas. Apartment 2 also faces down the driveway meaning 3x apartments have passive street surveillance.

The development is considered to meet the relevant objectives of HOALPP and SPP7.3 for the following reasons:

- The section of Beach Road contains a number of dwellings developed to the higher (R60) density code. These all include setbacks between two to three metres from the primary street boundary, therefore the proposal is consistent with the current and future built form of the area.
- The design of the development includes materials, glazing and landscaping as predominant features. The use of the landscaping and other features will reinforce and compliment the existing landscaping already provided within the area and therefore reduce any visual impact of the development on the public realm.

- The subject site is adjacent to a large verge with the lot boundary located 14 metres from the vehicle (Beach Road) carriageway, and four metres to the pedestrian/cycle path. The increased setback to the street will reduce the impact of the building as viewed from the public realm.
- The development includes significant landscaping within the street setback area, including the retention of existing trees. This vegetation will help reduce any impact of the development on the streetscape and will also provide the delineation between public and private realm.
- The development orientation allows sufficient space to provide solar access and ventilation to the dwelling and adjoining property. The orientation/location of the development towards the street does not impact privacy of any adjoining properties, noting this is discussed in more detail further in the body of the Report.
- Providing an elevated first floor will allow surveillance over the public realm, but also will allow privacy for the future uses of apartments that front the street.

The development is set back sufficiently to provide for landscaping whist providing for surveillance over the public realm. The setback is consistent with the developments already constructed within the immediate area, and therefore is considered to achieve the element objectives pertaining to street setbacks.

Side and rear setbacks

Provision	Required	Proposed	Assessment
Sub-section 6 Side and rear setbacks (HOALPP)	Ground floor setbacks: 2m Upper floor setbacks: 3m	Ground floor: All development minimum 2m setback Upper floor: <u>West:</u> A6 balcony – 2m A6 Bed 1 – 2.2m Fire Stairs – 2.4m Remainder of development 3m or greater. <u>East</u> A2 balcony/ bathroom & A7 balcony – 2m A7 Bed 1 – 2.2m A7 Bed 2 – 3.6m Remainder of development 3m or greater.	The development is considered to meet the relevant objectives of HOALPP.
Element 2.4 Side and rear setbacks (SPP7.3)	3m rear setback	4.5m rear setback	The development is considered to meet the relevant objectives of SPP7.3.

Sub-section 6 Side and rear setbacks objectives state:

- *Dwellings are to be designed to respond to passive solar design principles, including orienting outdoor and indoor living spaces towards north, orienting mass and windows to capture prevailing breezes and controlling solar access to the west and east to limit heat gain.*

Element 2.4 Side and rear setbacks element objectives state:

O 2.4.1 Building boundary setbacks provide for adequate separation between neighbouring properties.
O 2.4.2 Building boundary setbacks are consistent with the existing streetscape pattern or the desired streetscape character.
O 2.4.3 The setback of development from side and rear boundaries enables retention of existing trees and provision of deep soil areas that reinforce the landscape character of the area, support tree canopy and assist with stormwater management.
O 2.4.4 The setback of development from side and rear boundaries provides a transition between sites with different land uses or intensity of development.

The rooms/areas that do not meet the development standards are all on the upper floor including Apartment 6 Balcony and Bed 1 (west), fire stairs (west), Apartment 7 Balcony and Bed 1 (east), Apartment 2 Bath and Balcony (east).

The applicant has provided the following justification against the element objectives of SPP7.3 to demonstrate the development is acceptable:

2.4.1 Side Setbacks only sit at the minimum 2m for small sections then immediately push out to 3-4m to achieve good articulation and allow for more quality landscaping and canopy cover in between.
2.4.2 Building setbacks exceed the requirements along the street and to the rear, in order to integrate nicely into the predominantly R20 area.
2.4.3 Side Setbacks were designed specifically to help maintain existing landscaping and even add to it to help provide a further buffer between properties.
2.4.4 Side Setbacks exceed the requirements to integrate with the neighbouring properties as they are currently still single stories on large blocks, which is very likely to change in the future considering the age of each house.

The development is considered to meet the relevant objectives of HOALPP and SPP7.3 as detailed below:

- The building design does not include any large expanses of blank façade with varied setbacks to the east and west being used to break up the length of the building. In addition, the use of alternative materials including glazing, face brick, rendered concreted and painted boards increase the articulation of the façade. These design elements reduce the impact of building bulk to adjoining properties. The varied setbacks also support the transition from existing lower density to the proposed higher density development at the subject site.
- The development includes significant landscaping within the side setback areas, including the retention of existing trees. This vegetation will help reduce any impact of the development on the adjoining property and also provides for stormwater infiltration.
- The development orientation allows sufficient space to provide solar access and ventilation to the dwelling and adjoining properties. The orientation/location of the development does not impact privacy of any adjoining properties, noting this is discussed in more detail further in the body of the Report.
- As viewed from the street, the upper floor side setbacks appear to be consistent with that of the surrounding residential development.
- The development includes outdoor living areas for the majority of apartments that receive passive solar design due to the northern/eastern orientation. All apartments have dual aspects to allow greater availability of natural ventilation.

The development incorporates colours and materials within the design to articulate the eastern and western facades and combined with the provision of landscaping will not have any adverse impact on the adjoining properties. Given the above, the proposed development is considered to achieve the objectives pertaining to side and rear setbacks.

Natural Ventilation

Provision	Required	Proposed	Assessment
Sub-section 18 Natural ventilation (HOALPP)	All rooms, with the exclusion of store rooms, shall have operable windows. Window opening design shall maximise natural ventilation.	All rooms have access to operable windows except the following: A1 and 5: Bath A2: Pdr (toilet) A3, 4, 6 & 7: Bath/laundry	The development is considered to meet the relevant objectives of HOALPP.
	Habitable rooms shall have a window in an external wall which: Has a minimum glass area not less than 15% of the floor area of the room;	All windows meet the suggested acceptable outcome except those discussed below.	
	Comprise a minimum of 50% clear glazing; and,	All windows meet the suggested acceptable outcome.	
	Is openable for 50% the size of the window.	All windows meet the suggested acceptable outcome except those discussed below.	
Section 4.2 Natural ventilation (SPP7.3)	Habitable rooms have openings on at least two walls with straight line distance 2.1m	Each dwelling provides a minimum distance of 2.1m between two openings.	The development is considered to meet the relevant objectives of SPP7.3.
	Minimum 60% of dwellings are naturally cross ventilated; and single aspect apartments included must have ventilation openings oriented to prevailing cooling winds; and room depth no greater than 3 x ceiling height.	100% of apartments are capable of being cross ventilated.	
	Depth of cross-over and cross-through apartments with openings either side not exceed 20m	<20m	
	No habitable room relies on light wells	No reliance solely on light wells.	

Sub-section 18 Natural ventilation (HOALPP) objectives state:

- *Optimise natural ventilation to reduce the need for mechanical ventilation and air-conditioning.*
- *To ensure the dwelling's orientation and layout is designed to maximise capture and use of prevailing cool breezes in habitable rooms.*

Section 4.2 Natural ventilation (SPP7.3) element objectives state:

O 4.2.1 Development maximises the number of apartments with natural ventilation.
O 4.2.2 Individual dwellings are designed to optimise natural ventilation of habitable rooms.
O 4.2.3 Single aspect apartments are designed to maximise and benefit from natural ventilation.

The development standards of Sub-section 18 Natural ventilation (HOALPP) identify that all rooms, excluding storerooms shall have access to operable windows and that all habitable rooms provide sufficient glazing and openable windows relative to the size of the room. The items that do not meet the requirement are identified in the table below.

Item	Apartment	Room subject to discretion (% discretion sought)
All rooms shall have operable windows.	1 and 5	Bathrooms
	2	Powder room
	3, 4, 6 and 7	Bathrooms/laundries
Has a minimum glass area not less than 15% of the floor area of the room.	1	Bed 2 (12.43%)
	5	Bed 2 (12.5%)
Is openable for 50% the size of the required window (see above).	1	Bed 2 (41.44%)
	3	Bed 1 (48.95%)
	4	Bed 1 (48.95%)
	5	Bed 2 (41.44%)
	6	Bed 1 (48.95%)
	7	Bed 1 (48.95%)

The applicants have provided the following justification to demonstrate the development is acceptable:

"With the building being well articulated and all apartments having external walls on at least 2x sides, then more windows can be added to provide better natural ventilation. All apartments have windows on 2x walls to the living areas (3x in Unit 2) while 6 of 7 Apartments have windows to 2x walls in Bed 1."

The development is considered to meet the relevant objectives of HOALPP and SPP7.3 as detailed below as follows:

- All apartments receive cross ventilation, with openings to at least two elevations for each apartment. The dwellings' orientation allows prevailing winds from the south-west to penetrate most of the dwellings through outdoor areas into primary living spaces.
- Windows to primary living space exceed the overall size and openable area. Living and meals area are more likely to be utilised during the day when the need for light and ventilation is more appropriate. The layout and configuration of these spaces will reduce the need to mechanical ventilation (air conditioner/heaters etc).
- Apartment configuration is generally compact and not long and narrow which will allow ventilation from major living areas, as discussed above, to flow into bedrooms and studies.

- The liveability of the dwelling is not impacted by the reduced window sizes and openable areas.
- The development does not have any single aspect apartments allowing greater availability of natural ventilation.
- In regard to no operable window for the Bathrooms/Powder room/Laundries, these are not habitable rooms that will be used for extended periods and mechanical ventilation via exhaust fans is considered appropriate.

The development provides for sufficient ventilation through openings to major living areas, predominantly facing south/west that provide the ability to naturally ventilate and therefore reduce the need for mechanical ventilation. Given the above, the proposed development is considered to achieve the objectives pertaining to natural ventilation.

Access and Parking / Car and Bicycle Parking

Provision	Required	Proposed	Assessment
Sub-section 9 Access and Parking (HOALPP)	Crossover width to a maximum of 4.5m	Crossover 4.5m wide	The development is considered to meet the relevant objectives of HOALPP.
	Crossovers shall not interfere with existing or proposed street trees, or the levels of pavement.	Crossover is intended to replace existing crossover location and will not impact trees.	
Section 3.9 Car and Bicycle Parking (SPP7.3)	Seven resident car parking bays	10 resident bays	The development is considered to meet the relevant objectives of SPP7.3.
	Two visitor car-parking bays	Two visitor parking bays	
	Four bicycle bays	Nine bicycle bays	

Sub-section 9 Access and Parking objectives state:

- *Car parking provision is appropriate to the location, with reduced provision possible in areas that are highly walkable and have good access to public transport.*

Section 3.9 Car and Bicycle Parking (SPP7.3) element objectives state:

O 3.9.1 Parking and facilities are provided for cyclists and other modes of transport.
O 3.9.2 Car parking provision is appropriate to the location, with reduced provision possible in areas that are highly walkable and/or have good public transport or cycle networks and/or are close to employment centres.
O 3.9.3 Car parking is designed to be safe and accessible.
O 3.9.4 The design and location of car parking minimises negative visual and environmental impacts on amenity and the streetscape.

The applicants have provided the following justification to demonstrate the development is acceptable:

3.9.1 Resident Bike Storage is close to double that of the requirement. Parking bays are deeper and wider than required.
3.9.2 Extra carbays have been allowed to 3x units just for general amenity to anyone who may need it, however we did only require 1 bay per dwelling so we have exceeded the minimum requirement.

3.9.3 The visitor and resident carparking is deemed safe as the visitors bays are well screened from street view because of the landscaped frontage and being slightly lower than the verge, while the resident parking is well secured in a basement behind a locked garage door. The Entry will also require a FOB to enter the building and again to enter the resident carpark so that even visitors can't enter without a resident with them."

The number of bays provided for the dwellings and visitors is considered appropriate given the proximity of the site to Warwick train station, frequency and number of bus routes on Beach Road and pedestrian/cycle connections in the area, all of which provide access to services, amenities and local employment opportunities. Due to the parking being within an undercroft the supply above the recommended amount (seven bays) is not considered detrimental to overall floor area of the development, or any external appearance. Car parking has been designed to meet relevant *Australian Standards* and two-way vehicle access (with the exception of the 4.5 metre crossover) has been provided. This is considered acceptable given the depth of the verge could allow for safe passing in the event of vehicle conflict.

Visitor parking is located to the front of the site forward of the security barrier but screened by landscaping to reduce any negative visual impact on the streetscape.

Given the above, the proposed development is considered to achieve the objectives pertaining to vehicle access and parking.

Public Domain Interface

Provision	Required	Proposed	Assessment
Sub-section 1 Public domain interface (HOALPP)	Blank walls, vehicle access and building services (e.g. bin store, booster hydrant) shall not exceed 20% of four metres of the total lot frontage to the public realm.	Vehicle access, visitor parking and bin store screen total nine metres or 45%	The development is considered to meet the relevant objectives of HOALPP.
Section 3.6 Public domain interface (SPP7.3)	The majority of ground floor dwellings fronting onto a street or public open space have direct access by way of a private terrace, balcony or courtyard.	All ground floor apartments are accessed through an internal lobby and not directly from the street.	The development is considered to meet the relevant objectives of SPP7.3.
	Car-parking is not located within the primary street setback; and where car parking is located at ground level behind the street setback it is designed to integrate with landscaping and the building façade (where part of the building).	Resident parking located within undercroft and not readily visible from Beach Road. Visitor bays will be screened by vegetation.	

Provision	Required	Proposed	Assessment
	Upper level balconies and/or windows overlook the street and public domain areas.	Upper level balconies and / or windows overlook the street and public domain areas.	
	Changes in level between private terraces, front gardens and the ground floor level of the building and the street level average less than 1m and do not exceed 1.2m.	Apartments 1 is 2.98m higher than the midpoint of the verge. Foyer is 0.4m below the midpoint of the verge.	
	Fencing, landscaping and other elements on the frontage are designed to eliminate opportunities for concealment.	Sufficient landscaping within the FSA to reduce opportunities for concealment, refer to 3.7: Pedestrian access and entries for further detail.	

Sub-section 1 Public domain interface (HOALPP) objectives state:

- *Contribute to the activation and vitality of the public realm.*
- *Promote building interfaces that support interesting, attractive, safe streets and public spaces for residents, workers, commuters and visitors.*
- *Buildings are to enhance the hierarchical system of landscaped streets and public spaces that give expression and character to the public domain.*
- *Ensure building design facilitates the creation of street level activity and visual connections between internal areas of buildings and the external public realm.*
- *Provide opportunities for casual surveillance from buildings into the public realm that are sympathetic to the desired character for the area.*
- *Maintain a clear but integrated distinction between the public and private realm.*

Section 3.6 Public domain interface (SPP7.3) element objectives state:

O 3.6.1 The transition between the private and public domain enhances the privacy and safety of residents.
O 3.6.2 Street facing development and landscape design retains and enhances the amenity and safety of the adjoining public domain, including the provision of shade.

The applicants have provided the following justification against SPP7.3 to demonstrate the development is acceptable:

3.6.1 The front landscaping adds a lot of protection to the basement carpark and street facing apartments due to its height and thickness, only leaving openings for access to the carpark and foyer.
3.6.2 Due to the front landscaping being retained and added to along with larger setbacks, the building has integrated seamlessly into the streetscape.

The development is considered to meet the relevant objectives of HOALPP and SPP7.3 as detailed below as follows:

- The development provides for appropriate surveillance over the public realm from the balconies and major openings to habitable rooms from Apartment 1 and 5. A total of three balconies and seven major openings contribute towards actual and perceived surveillance of the public realm.
- The access and services contribute to 45% of the frontage, however the design of the façade incorporates other elements including changes in materials, glazing and landscaping that would make the development the predominant features. The vehicle access, pedestrian access and bin store are separate and therefore do not lead to any compound impact, with the bin storage being setback 5.6 metres from the front boundary, and 3.6 metres behind the predominant part of the building (balcony to Apartment 1 and 5).
- The public and private realm are sufficiently separated through the use of landscaping which will delineate between public and private while also providing an improved amenity to the street. The landscaping is located directly in front of the bin area to screen, while abutting the pedestrian path will minimise any negative impacts caused.
- The development incorporates an informal seating area and letterbox at the pedestrian entrance which will also provide surveillance over the public realm.

The development provides for surveillance over the public realm and by the use of the design features and landscaping will ensure delineation between public and private realm. Given the above, the proposed development is considered to achieve the objectives pertaining to public domain interface.

Plot Ratio

Provision	Required	Proposed	Assessment
Sub-section 3 Urban design – Multiple dwellings – Application of average site area (HOALPP)	Development of multiple dwellings which complies with a minimum site width street boundary of 20m.	20m site width	The development is considered to meet the relevant objectives of HOALPP.
	is located within an 800m of a railway station or a high frequency rail route	Located within 800m catchment of Warwick Train Station	
Section 2.5 Plot Ratio (SPP7.3)	Maximum plot ratio 0.8 (587m^2)	0.85 (626m^2)	The development is considered to meet the relevant objectives of SPP7.3.

Sub-section 3 Urban design – Multiple dwellings – Application of average site area objectives state:

- *To ensure that residential intensity is focussed on appropriately designed streets that provide suitable opportunity for access/egress.*
- *To minimise the impact of residential intensity on suburban roads.*
- *To ensure residential intensity is focussed within areas located in close proximity to train stations and/or secondary and district centres.*
- *To ensure the distribution of residential intensity provides an appropriate transition of development within Housing Opportunity Areas.*

Section 2.5 Plot Ratio (SPP7.3) element objectives state:

O 2.5.1 The overall bulk and scale of development is appropriate for the existing or planned character of the area.

The applicants have provided the following justification to demonstrate the development is acceptable:

2.5.1 The plot ratio has been exceeded slightly by 0.04, mainly due to 2x floors being apartments rather than just the one floor. The proposal still manages to maintain 10% extra landscaping than required, the building is well articulated and not built close to boundaries, nor does it overshadow any neighbouring houses. Due to all the above, the proposal wasn't considered "overdeveloped" by ourselves nor the planners.

The development is considered to meet the relevant objectives of HOALPP and SPP7.3 as detailed below as follows:

- The development incorporates a number of design elements to reduce the bulk of the dwelling on the streetscape and surrounding properties including landscaping and changes to materials and colours.
- The height of the development is consistent with both the intended character of the area, as well as the existing streetscape which includes a number of dwellings that are two storey along Beach Road.
- The development will not negatively stand out by way of setbacks, height or façade treatment as discussed in detail in other sections of the report.
- The site is appropriately located in close proximity to public transport (Warwick Train Station), Commercial development (Carine Shopping Centre) and the Carine Regional Open Space.
- Beach Road has sufficient manoeuvring space within a wide verge to allow for safe vehicle egress and ingress.

The proposed bulk and scale of the of the development is not considered to have a detrimental impact on surrounding properties or streetscape due to the design of the building and landscaping proposed surrounding the property. Given the above, the proposed development is considered to achieve the objectives pertaining to plot ratio.

<u>Development Provisions not impacted by HOALPP</u>

The following provisions of the SPP7.3 do not relate to provisions of HOALPP and therefore need to be consider against the element objectives of SPP7.3 only.

Visual Privacy

Section 3.5 Visual Privacy (SPP7.3) element objectives state:

O 3.5.1 The orientation and design of buildings, windows and balconies minimises direct overlooking of habitable rooms and private outdoor living areas within the site and of neighbouring properties, while maintaining daylight and solar access, ventilation and the external outlook of habitable rooms.

The acceptable outcomes suggest major openings (windows) should be set back from adjoining properties 4.5 metres for bedrooms, studies and open walkways, six metres for habitable rooms other than bedrooms and studies (such as living rooms), and 7.5 metres for unenclosed private open space areas (for example balconies). Where abutting development to a higher density (in this case to the north) these distances can be reduced by 1.5 metres to be three metres from bedrooms, 4.5 metres from other habitable rooms and 6 metres for unenclosed private open space.

The below table identifies the major openings that do not meet the suggested acceptable outcomes:

Apartment	Room (Direction)	Suggested acceptable outcome	Provided
2	Walkway (east)	4.5m	4m
2*	Living / meals (east)	6m	2m
2	Balcony from bed 1 (east)	7.5m	2.9m
6*	Living (west)	6m	5.6m
6	Balcony (west)	7.5m	2.75m
6	Balcony (north)	6m	5.5m
7*	Living (east)	6m	5.6m
7	Balcony (east)	7.5m	2.85m
7	Balcony (north)	6m	5.5m

Windows that have been marked with an asterisk (*) are identified to be treated with obscure glazing, however, are still of an awning style window and therefore openable.

The applicants have provided the following justification to demonstrate the development is acceptable:

3.5.1 – As the neighbouring properties are still zoned R20 then most windows needed to be highlights or obscured anyway until those neighbours gradually start becoming R60 properties and the obscuring can then be removed. This however did not affect the solar access while the living rooms were not even affected.

The development is considered to meet the relevant objectives of SPP7.3 as outlined below:

Apartment 2

- The living area includes awning windows that have obscure screening. The *National Construction Code* restricts the opening of awning windows for safety reasons, which would also restrict the visibility that would occur from the living areas, limiting vision to almost directly downwards and therefore not onto adjoining properties.
- The balcony from Bed 1 includes 45-degree fixed metal louvres on the eastern side of the balcony. This prevents users of the balcony looking directly east into the adjoining property with vision directed towards the street. This area is already visible from the street and does not contain outdoor living areas or habitable rooms.
- The walkway to Bed 2 is not a habitable area and, given the small size and location at the end of a corridor/atop stairs, will not be occupied for extended periods with people only using the area to get to the bedrooms. The limited activity in this area would mean reduced likelihood of any direct overlooking. These windows will provide for additional light into the dwelling including to stairwell to provide light to the lower living areas.

Apartment 6 and 7

- Living areas contain obscure glazed awning windows. The vision from these windows is restricted as discussed for Apartment 2 above and therefore would not overlook any of the surrounding properties.
- The design includes a number of existing and proposed trees to be located on the northern, eastern and western boundaries of the site. This is considered to provide a screen from view from the living areas to any surrounding properties. To ensure the screen remains, a condition of approval is recommended that will specifically require these trees to retain this screen in perpetuity.

- The applicant has provided vertical cone of vision diagrams (Attachment 2 - Elevations) that identify that, due to the elevation of the balcony, the distance to the property boundary if looking towards the ground floor, complies with the six metre suggest acceptable outcome. The cone of vision does not fall over any major openings to habitable rooms to the development to the north (16 Methuen Way) which consists of four grouped dwellings under construction.
- While balconies for Apartments 6 and 7 have reduced setbacks to the east and west the 'cone of vision' would fall over the rear corner of the adjoining properties (457 and 551 Beach Road). These areas are occupied by vegetation including trees and garden beds and do not contain any primary outdoor living areas.
- Alternative screening options for the balconies would reduce the amenity of the future residents and result in outdoor living areas fully enclosed. Given the points above, additional screening this is not required and would negatively impact these areas.

The acceptable outcomes also suggest balconies should be unscreened for at least 25% of their perimeter. Balconies associated with outdoor living areas provide a minimum of 3.6 metres or 27% of the perimeter unscreened. Apartment 2 Balcony, accessed via Bed 1, does not meet this requirement with only 19% of the perimeter unscreened. This is considered acceptable given the balcony is a secondary outdoor living space, and the use of 45-degree fixed metal louvres will not block access to views or light, rather it will shift the outlook to the front garden of the adjoining dwelling.

The orientation of the design and external features such as screening and landscaping will minimise direct overlooking to adjoining properties. Where overlooking will occur, it will not impact major openings to habitable rooms or outdoor living areas. Given the above, the proposed development is considered to achieve the objectives pertaining to visual privacy.

Pedestrian access and entries / Circulation and Common Spaces

Section 3.7 Pedestrian access and entries (SPP7.3) element objectives state:

O 3.7.1 Entries and pathways are universally accessible, easy to identify and safe for residents and visitors.
O 3.7.2 Entries to the development connect to and address the public domain with an attractive street presence.

Section 4.5 Circulation and common spaces (SPP7.3) element objectives state:

O 4.5.1 Circulation spaces have adequate size and capacity to provide safe and convenient access for all residents and visitors.
O 4.5.2 Circulation and common spaces are attractive, have good amenity and support opportunities for social interaction between residents.

The suggested acceptable outcomes for Sub-section 3.7 identify pedestrian entries should be well connected, provided with weather protection and should enable casual surveillance. The suggested acceptable outcomes for Sub-section 4.5 identify circulation corridors should provide a minimum width of 1.5 metres and both circulation corridors and common spaces should be capable of receiving passive surveillance.

The development provides for a connected pedestrian network from the street to individual units, with clear entry and weather protection. The circulation corridors, including foyer area and centrally located passages, meet the suggested 1.5 meters, however stair access is reduced to 1.1 metres, with the width of the doors to the lobby being 0.92 metres. The configuration also limits any direct surveillance over the common spaces abutting the entry point.

The applicants have provided the following justification to demonstrate the development is acceptable:

3.7.1 Due to the heavy landscaping, the entry points for cars and pedestrians alike are very clear and distinct. By car, you will enter from the street regardless and see the Basement carpark straight away down the end, with visitor's carbays to the left.

Pedestrians will notice straight away the Letterbox housing with the house number, and on approach see a large, wide, covered passage open up in between the landscaping, with the 2st floor balcony overhanging with the full address. Directly down the end of this passage is the sliding door into the Foyer, and some seating down the side of the passage offering a warm welcome.

3.7.2 Between the landscaping and the attractive Balcony feature hanging over the pedestrian entrance, there is a very attractive street presence.

4.5.1 All communal and private passageways have been designed to suit the minimum silver standard for disabled access, let alone making it easier for residents to move furniture around.

4.5.2 Circulation and communal spaces are well lined with quality landscaping, with seating along the passage towards the entry, then a well landscaped atrium flowing through the 1st and 2nd floors leading to all Apartment Entries, where residents can also socialise.

The development is considered to meet the relevant objectives of SPP7.3 due to the following:

- Pedestrian movement into the building is direct and clear with landscaping framing the entrance and communal area. There are no spaces for concealment.
- While no direct surveillance is provided over the common spaces at the front of the development, the design includes two balconies that provide surveillance over the pedestrian access to the street. Given the openness of the overall frontage, the common spaces will have sufficient views from the street to ensure adequate visibility from the public realm which includes a shared path.
- The development provides both lift and stair access to the development which are both located within the same location. This provides options for users to travel through the development in different ways if and when required. The reduced width of circulation areas does not restrict access to or through the site and allows universal access to all areas of the development.

Given the above, the proposed development is considered to achieve the objectives pertaining to pedestrian access and entries and circulation and common spaces.

Issues and options considered

Council may determine an application for development approval by:

- granting development approval without conditions
- granting development approval with conditions
  or
- refusing to grant development approval.

Legislation / Strategic Community Plan / Policy implications

Legislation	*City of Joondalup Local Planning Scheme No. 3* (LPS3). *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations).

10-Year Strategic Community Plan

Key theme	Place.
Outcome	Well-planned and adaptable – you enjoy well-designed, quality building and have access to diverse options in your neighbourhood.
Policy	*State Planning Policy 5.4 – Road and Rail Noise (SPP5.4).* *State Planning Policy 7.0 – Design of the Built Environment.* *State Planning Policy 7.3 – Volume 2 – Apartments (R-Codes).*

Local Planning Scheme No.3

Clause 16 (2) of LPS3 sets out the objectives for development within the 'Residential' zone:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

Clause 26 (5) of LPS3 states:

Clause 5.1.1 of the R-Codes is modified by inserting the additional 'deemed-to-comply' criteria:

C1.5 In areas where dual coding applies, site areas under the higher coding may be applied subject to the following:

(i) Development which complies with a minimum frontage of 10 metres at the setback line, with the exception of multiple dwelling sites; or
(ii) Development of multiple dwelling sites which complies with a minimum site width of 20 metres at the street boundary.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67(2) of schedule 2 of the Regulations sets out the matters to be considered by Council when determining an application for development approval.

In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;

(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or. Any other proposed planning instrument that the local government is seriously considering adopting or approving;

(c) any approved State planning policy;

(d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);

(e) any policy of the Commission;

(f) any policy of the State;

(fa) any local planning strategy for this Scheme endorsed by the Commission;

(g) any local planning policy for the Scheme area;

(h) any structure plan, activity centre plan or local development plan that relates to the development;

(i) any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015;

(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;

(k) the built heritage conservation of any place that is of cultural significance;

(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;

(m) the compatibility of the development with its setting including –
- *(i) the compatibility of the development with the desired character of its setting; and*
- *(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*

(n) the amenity of the locality including the following —
- *(i) environmental impacts of the development;*
- *(ii) the character of the locality;*
- (iii) *social impacts of the development;*

(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;

(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;

(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;

(r) the suitability of the land for the development taking into account the possible risk to human health or safety;

(s) the adequacy of —
- *(i) the proposed means of access to and egress from the site; and*
- *(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*

(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and the availability and adequacy for the development of the following —
(i) public transport services;
(ii) public utility services;
(iii) *storage, management and collection of waste*;
(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
(v) access by older people and people with disability;

(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;

(w) the history of the site where the development is to be located;

(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;

(y) any submissions received on the application;

(za) the comments or submissions received from any authority consulted under clause 66;

(zb) any other planning consideration the local government considers appropriate.

(zc) any advice of a Design Review Panel.

State Planning Policy 7.3 Residential Design Codes Volume–2 - Apartments

The overall policy objectives for Multiple dwellings are as follows:

- *To provide residential development of an appropriate design for the intended residential purpose, land tenure, density, place context and scheme objectives.*
- *To encourage design consideration of the social, environmental and economic opportunities possible from new housing, and an appropriate response to local context.*
- *To encourage design that considers and respects local heritage and culture.*
- *To facilitate residential development that offers future residents the opportunities for better living choices and affordability when seeking a home, as well as reduced operational costs and security of investment in the long term.*

The overall policy objectives for the planning, governance and development processes are as follows:

- *To encourage design that is responsive to site, size and geometry of the development site.*
- *To allow variety and diversity of housing choices where is can be demonstrated this better reflects context or scheme objectives.*
- *To ensure clear scope for scheme objectives to influence the assessment of proposals.*
- *To ensure certainty in timely assessment and determination of proposals, applied consistently across State and local government.*

City of Joondalup Development in Housing Opportunity Areas Local Planning Policy

The overall policy objectives for the Development in the Housing Opportunity Areas are as follows:

- *To provide a planning framework to support a high standard of urban design and residential amenity in a high-quality public realm setting.*
- *To facilitate compact sustainable urban form around centres and train stations through pedestrian-oriented development, safe pedestrian spaces and adequate parking facilities.*
- *To ensure that the Housing Opportunity Areas provide for both the needs of the existing community and the future population of the area.*
- *To ensure that new development enhances and respects the desired character of the locality and provides a neighbourhood within which the residents can identify.*
- *To concentrate development in localities with adequate infrastructure that is accessible to transport and centres.*
- *To protect and enhance the amenity of residents through attractive streetscapes and increased greening of verges and private land.*
- *To encourage variety and diversity of housing choices that meets the future housing needs of the City.*
- *To allow development that is of a scale and nature that provides an appropriate transition to adjoining land uses.*

Risk management considerations

The applicant has a right of review against the Council's decision, or any conditions included therein, in accordance with the *State Administrative Tribunal Act 2004* and the *Planning and Development Act 2005*.

Financial / budget implications

The applicant has paid fees of $5,041 (excluding GST) for assessment of the application in accordance with the City's *Schedule of Fees and Charges*.

Regional significance

Not applicable.

Sustainability implications

The applicant has completed the City's Environmentally Sustainable Design Checklist (Attachment 8 refers) to the extent that is applicable to the development. The applicant has indicated that the following characteristics are factored into the development:

- Development includes:
  - retention of vegetation, natural landforms and topography
  - northerly orientation of daytime living/working areas with large windows, and minimal windows to the east and west
  - passive shading of glass
  - sufficient thermal mass in building materials for storing heat
  - insultation and draught sealing
  - floor plan zoning based on water and heating needs and the supply of hot water
  - advanced glazing solutions
- Development is to incorporate:
  - renewable energy technologies
  - low energy technologies
  - natural and/or fan forced ventilation

  - water efficient technologies
- Development is to make use of:
  - recycled materials
  - rapidly renewable materials
  - recyclable materials
  - natural/living materials such as roof gardens and 'green' or planted walls.

Consultation

The application was advertised for a period of 14 days, commencing on 14 September 2022 and concluding on 28 September 2022. Consultation was undertaken in the following manner:

- A letter was sent to owners and occupiers of 91 properties in the vicinity of the subject site, being a total of 136 letters.
- One sign was installed on site, on the Beach Road frontage.
- Development plans and information were made available for public viewing on the City's website and at the City's administration building.

No submissions were received during the consultation period.

COMMENT

As outlined above, it is considered that the development is appropriate in the context of its location and meets the relevant requirements of LPS3 and the R-Codes.

The application is therefore recommended for approval, subject to conditions.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council APPROVES under clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the application for development approval, dated 16 February 2022 submitted by Fulfill the Dream, the applicant, for the MULTIPLE DWELLING (seven new dwellings) at Lot 61 (549) Beach Road, DUNCRAIG, subject to the following conditions:

1 This approval relates to the multiple dwelling development and associated works only and development shall be in accordance with the approved plan(s), any other supporting information and conditions of approval. It does not relate to any other development on the lot;

2 A notification, pursuant to section 70A of the *Transfer of Land Act 1893*, shall be placed on the certificate of title for the subject lot. The notification shall be at the owner/applicant's expense and lodged with the City of Joondalup for execution prior to commencement of development and placed on the certificate of title prior to occupation of the development. The notification is to state as follows:

"This lot is in the vicinity of a transport corridor and is affected, or may in the future be affected, by road and rail transport noise. Road and rail transport noise levels may rise or fall over time depending on the type and volume of traffic."

3 The proposed development shall be constructed to comply with the relevant provisions of *State Planning Policy 5.4: Road and Rail Noise* (and the associated Guidelines) prior to occupation of the development;

4 All stormwater shall be collected on-site and disposed of in a manner acceptable to the City;

5 The car parking bays, driveways and/or access points/crossovers shown on the approved plans are to be designed, constructed, drained and marked in accordance with the *Australian Standards* (AS2890), prior to the occupation of the development and thereafter maintained to the satisfaction of the City;

6 The applicant shall remove the existing crossover and make good the verge to the satisfaction of the City, within 28 days of the completion of construction of the new crossover;

7 All development shall be contained within the property boundaries;

8 A full schedule of colours and materials for all exterior parts to the building is to be submitted to and approved by the City prior to the commencement of development. Development shall be in accordance with the approved schedule and all external materials and finishes shall be maintained to a high standard, including being free of vandalism, to the satisfaction of the City;

9 A Waste Management Plan indicating the method of rubbish collection and that collection is to be undertaken by the City is to be submitted prior to the commencement of development, and approved by the City prior to the development first being occupied and thereafter implemented to the satisfaction of the City;

10 A Construction Management Plan shall be submitted to and approved by the City prior to the commencement of development. The management plan shall include details regarding mitigation measures to address impacts associated with construction works and shall be prepared to the specification and satisfaction of the City. The construction works shall be undertaken in accordance with the approved Construction Management Plan;

11 Nine bicycle parking spaces shall be designed and installed in accordance with the Australian Standard for Off-street Car parking – Bicycles (AS2890.3-1993), prior to occupation of the development and thereafter maintained to the satisfaction of the City;

12 Lighting shall be installed along all driveways and pedestrian pathways and in all common service areas prior to the development first being occupied, to the satisfaction of the City. A lighting plan shall be submitted to the City for approval prior to the commencement of construction;

13 A detailed landscaping plan shall be submitted to and approved by the City prior to the commencement of development. The plan is to address the applicable element objectives of clause 4.12 of the *Residential Design Codes Volume 2 - Apartments*, and indicate the proposed landscaping treatment(s) of the subject site and the adjoining road verge(s), and shall:

13.1 be drawn at an appropriate scale of either 1:100, 1:200 or 1:500;

13.2 provide all details relating to paving, treatment of verges and tree plantings, including treatment of rootable soil zones;

13.3 provide plant species, mature height and spread, plant spacing, pot size and quantities and an irrigation design by a Certified Irrigation Designer;

13.4 be based on water sensitive urban design and designing out crime principles;

13.5 identify existing vegetation to be retained and information on the proposed manner in which this will be managed throughout construction;

14 Landscaping and reticulation shall be established in accordance with the approved landscaping plans, Australian Standards and best trade practice prior to the occupation of the development and thereafter maintained to the satisfaction;

15 All privacy screening as shown on the approved plans shall be installed prior to the occupation of the dwelling and maintained to the satisfaction of the City. All screening shall be in accordance with clause 3.5 of the *Residential Design Codes Volume 2*;

16 Screening of the ground floor to the eastern and western boundary shall be installed prior to occupation of the dwelling and maintained to the satisfaction of the City. All screening shall be in accordance with clause 3.5 of the *Residential Design Codes Volume 2*;

17 Any proposed building plant and equipment, including air conditioning units, piping, ducting and water tanks shall be located so as to minimise any visual and noise impact on surrounding landowners screened from view from the street and, where practicable, from adjoining buildings. Details of building plant and equipment shall be submitted to and approved by the City prior to the commencement of development. Development shall be in accordance with these approved details;

18 Prior to occupation of the dwellings, each dwelling shall be provided with an adequate area for clothes drying facilities that is screened from view from the street to the satisfaction of the City. Clothes drying is not permitted on balconies or in courtyards;

19 A minimum of one dwelling shall be designed to meet Silver Level requirements as defined in the *Liveable Housing Design Guidelines* (Liveable Housing Australia). Details shall be submitted to and approved by the City prior to commencement of development, and works shall be undertaken in accordance with the approved details;

20 Dwellings shall be individually metered for water usage;

21 The development shall be fibre-to-premises ready, including the provision for installation of fibre throughout the site and to every dwelling.

MOVED Cr Thompson, SECONDED Cr Fishwick that Council APPROVES under clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the application for development approval, dated 16 February 2022 submitted by Fulfill the Dream, the applicant, for the MULTIPLE DWELLING (seven new dwellings) at Lot 61 (549) Beach Road, DUNCRAIG, subject to the following conditions:

1 This approval relates to the multiple dwelling development and associated works only and development shall be in accordance with the approved plan(s), any other supporting information and conditions of approval. It does not relate to any other development on the lot;

2 A notification, pursuant to section 70A of the *Transfer of Land Act 1893*, shall be placed on the certificate of title for the subject lot. The notification shall be at the owner/applicant's expense and lodged with the City of Joondalup for execution prior to commencement of development and placed on the certificate of title prior to occupation of the development. The notification is to state as follows: *"This lot is in the vicinity of a transport corridor and is affected, or may in the future be affected, by road and rail transport noise. Road and rail transport noise levels may rise or fall over time depending on the type and volume of traffic."*

3 The proposed development shall be constructed to comply with the relevant provisions of State Planning Policy 5.4: Road and Rail Noise (and the associated Guidelines) prior to occupation of the development;

4 All stormwater shall be collected on-site and disposed of in a manner acceptable to the City;

5 The car parking bays, driveways and/or access points/crossovers shown on the approved plans are to be designed, constructed, drained and marked in accordance with the Australian Standards (AS2890), prior to the occupation of the development and thereafter maintained to the satisfaction of the City;

6 The applicant shall remove the existing crossover and make good the verge to the satisfaction of the City, within 28 days of the completion of construction of the new crossover;

7 All development shall be contained within the property boundaries;

8 A full schedule of colours and materials for all exterior parts to the building is to be submitted to and approved by the City prior to the commencement of development. Development shall be in accordance with the approved schedule and all external materials and finishes shall be maintained to a high standard, including being free of vandalism, to the satisfaction of the City;

9 A Waste Management Plan indicating the method of rubbish collection and that collection is to be undertaken by the City is to be submitted prior to the commencement of development, and approved by the City prior to the development first being occupied and thereafter implemented to the satisfaction of the City;

10 A Construction Management Plan shall be submitted to and approved by the City prior to the commencement of development. The management plan shall include details regarding mitigation measures to address impacts associated with construction works and shall be prepared to the specification and satisfaction of the City. The construction works shall be undertaken in accordance with the approved Construction Management Plan;

11 Nine bicycle parking spaces shall be designed and installed in accordance with the Australian Standard for Off-street Car parking – Bicycles (AS2890.3-1993), prior to occupation of the development and thereafter maintained to the satisfaction of the City;

12 Lighting shall be installed along all driveways and pedestrian pathways and in all common service areas prior to the development first being occupied, to the satisfaction of the City. A lighting plan shall be submitted to the City for approval prior to the commencement of construction;

13 A detailed landscaping plan shall be submitted to and approved by the City prior to the commencement of development. The plan is to address the applicable element objectives of clause 4.12 of the Residential Design Codes Volume 2 - Apartments, and indicate the proposed landscaping treatment(s) of the subject site and the adjoining road verge(s), and shall:

13.1 be drawn at an appropriate scale of either 1:100, 1:200 or 1:500;

13.2 provide all details relating to paving, treatment of verges and tree plantings, including treatment of rootable soil zones;

13.3 provide plant species, mature height and spread, plant spacing, pot size and quantities and an irrigation design by a Certified Irrigation Designer;

13.4 be based on water sensitive urban design and designing out crime principles;

13.5 identify existing vegetation to be retained and information on the proposed manner in which this will be managed throughout construction;

13.6 identify suitable replacement measures should any vegetation be damaged or identified as not being suitable for retention during the construction or thereafter;

14 Landscaping and reticulation shall be established in accordance with the approved landscaping plans, Australian Standards and best trade practice prior to the occupation of the development and thereafter maintained to the satisfaction of the City;

15 All privacy screening as shown on the approved plans shall be installed prior to the occupation of the dwelling and maintained to the satisfaction of the City. All screening shall be in accordance with clause 3.5 of the Residential Design Codes Volume 2;

16 Screening of the ground floor to the eastern and western boundary shall be installed prior to occupation of the dwelling and maintained to the satisfaction of the City. All screening shall be in accordance with clause 3.5 of the Residential Design Codes Volume 2;

17 Any proposed building plant and equipment, including air conditioning units, piping, ducting and water tanks shall be located so as to minimise any visual and noise impact on surrounding landowners screened from view from the street and, where practicable, from adjoining buildings. Details of building plant and equipment shall be submitted to and approved by the City prior to the commencement of development. Development shall be in accordance with these approved details;

18 Prior to occupation of the dwellings, each dwelling shall be provided with an adequate area for clothes drying facilities that is screened from view from the street to the satisfaction of the City. Clothes drying is not permitted on balconies or in courtyards;

19 A minimum of one dwelling shall be designed to meet Silver Level requirements as defined in the Liveable Housing Design Guidelines (Liveable Housing Australia). Details shall be submitted to and approved by the City prior to commencement of development, and works shall be undertaken in accordance with the approved details;

20 Dwellings shall be individually metered for water usage;

21 The development shall be fibre-to-premises ready, including the provision for installation of fibre throughout the site and to every dwelling.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 2 refers

To access this attachment on electronic document, click here: Attach2brf230613.pdf

CJ088-06/23 APPOINTMENT OF ELECTED MEMBER REPRESENTATIVE TO THE CITY'S RECONCILIATION ACTION PLAN COMMUNITY REFERENCE GROUP

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Planning and Community Development
FILE NUMBER	45088, 101515
ATTACHMENTS	Attachment 1 RAPCRG Terms of Reference
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to appoint a new Elected Member representative to the Reconciliation Action Plan Community Reference Group (RAPCRG).

EXECUTIVE SUMMARY

At its meeting held on 17 September 2019 (CJ118-09/19 refers), Council approved the establishment of the Reconciliation Action Plan Community Reference Group (RAPCRG) and the associated Terms of Reference (Attachment 1 refers).

At its meeting held on 15 September 2020 (CJ125-09/20 refers), Council appointed the members that would form the City's first RAPCRG, comprising three Elected Member representatives, eight community representatives and four organisational representatives.

In May 2023, Cr John Raftis resigned as an Elected Member representative to the RAPCRG.

As per the RAPCRG Terms of Reference there may be up to two Elected Member representatives that sit on the group, as well as the Mayor.

It is therefore recommended that Council APPOINTS an Elected Member representative to the Reconciliation Action Plan Community Reference Group:

1 Elected Member representative one representative.

BACKGROUND

At its meeting held on 17 September 2019 (CJ118-09/19 refers), Council resolved to establish the Reconciliation Action Plan Community Reference Group (RAPCRG) and the associated Terms of Reference (refer Attachment 1). This included the structure of the RAPCRG consisting of:

- the Mayor
- up to two Elected Member representatives
- up to eight community representatives
- up to four organisational representatives.

The City undertook an expression of interest process to fill the 12 community and organisational roles and, at its meeting held on 15 September 2020 (CJ125-09/20 refers), Council resolved to appoint the first 15 members of the RAPCRG.

Between September 2020, and November 2021, three members resigned from their position on the RAPCRG, while one Elected Member representative became no longer eligible to continue.

At a Special Meeting held on 1 November 2021 (JSC03-11/21 refers), Council resolved to re-appoint the remaining members for a further two-year period, noting that there were three vacancies on the group. Cr Christine Hamilton-Prime was also appointed by Council to fulfill the vacant Elected Member representative role.

Between November 2021 and May 2022, a further three members of the RAPCRG resigned.

At its meeting held on 23 May 2023 (CJ064-05/23 refers), Council resolved to appoint five new community and organisational RAPCRG members to fill these vacancies.

DETAILS

In May 2023, Cr John Raftis resigned as an Elected Member representative to the RAPCRG.

The RAPCRG Terms of Reference (Attachment 1) states that the group's membership composition will include:

> *"**3.2 Elected Members***
>
> *In addition to the Mayor, up to two other Elected Members will be nominated by Council as members of the RAPCRG".*

Issues and options considered

It is recommended that Council appoint a new Elected Member representative to the RAPCRG.

Alternatively, as the RAPCRG Terms of Reference state that there may be "up to two other Elected Member representatives", Council may choose not to appoint a new member.

Legislation / Strategic Community Plan / Policy implications

Legislation	Not applicable.

10-Year Strategic Community Plan

Key theme	Community.
Outcome	Cultural and diverse - you understand, value and celebrate the City's unique Aboriginal and other diverse cultures and histories.
Policy	Not applicable.

Risk management considerations

Not appointing a new Elected Member representative to the RAPCRG would result in only two of a possible three Elected Members sitting on the RAPCRG, Mayor Albert Jacob, and Cr Christine Hamilton-Prime.

This may dilute the ability for Elected Members as representatives of the Council to have input into, and influence the development and management of the City's first Reconciliation Action Plan.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The City is in the final stages of the development of its first Reconciliation Action Plan.

It is expected that the final RAP will be presented for consideration by Council in late 2023, before receiving final approval from Reconciliation Australia in early 2024.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council APPOINTS an Elected Member representative to the Reconciliation Action Plan Community Reference Group:

1 Elected Member representative one representative.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council APPOINTS Cr Russ Fishwick to the Reconciliation Action Plan Community Reference Group.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 3 refers

To access this attachment on electronic document, click here: Attach3brf230613.pdf

CJ089-06/23 TENDER 010/23 SUPPLY AND DELIVERY OF DOG WASTE BAGS AND ROADSIDE BAGS

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	110764, 101515
ATTACHMENTS	Attachment 1 Schedule of Items Attachment 2 Summary of Tender Submissions Attachment 3 Confidential Tender Summary
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting, and amending budgets.

PURPOSE

For Council to accept the tender submitted by Vexel Pty Ltd for the supply and delivery of dog waste bags and roadside bags.

EXECUTIVE SUMMARY

Tenders were advertised on Wednesday 29 March 2023 through state-wide public notice for the supply and delivery of dog waste bags and roadside bags. Tenders closed on Friday, 21 April 2023. A submission was received from each of the following:

- Cardia Bioplastics (Australia) Pty Ltd.
- Vexel Pty Ltd.
- Winc Australia Pty Limited.
- Woodlands Distributors Pty Ltd.

The submission from Vexel Pty Ltd represents best value to the City. The company demonstrated substantial experience in providing similar services. It demonstrated a complete understanding of the required tasks providing details of its proposed approach to the process and methodology. The company has the capacity in terms of personnel and equipment to supply these goods to meet the City's operational requirements.

It is therefore recommended that Council ACCEPTS the tender submitted by Vexel Pty Ltd for the supply and delivery of dog waste bags and roadside bags as specified in Tender 010/23 for a period of three years, with the option of two further terms one year each, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth (All Groups) CPI.

BACKGROUND

The City has a requirement for the supply and delivery of dog waste bags and roadside bags to service the City's 390 parks, foreshores, and reserves. The City currently has approximately 25,000 dogs registered, and the bags play a key role in the maintenance and amenity of these public areas.

Litter teams and eco volunteers use roadside bags to keep the City's natural area and parks clear of rubbish.

The City requires a supplier who can:

- supply and deliver either plastic HDPE or compostable dog waste bags and plastic HDPE roadside bags
- provide access to facilities with sufficient storage space to hold a minimum quantity of one month's supply of each bag type.

The City requires a supply of approximately 1,000 rolls of 500 dog bags each month to replenish the dog bag dispensers within its boundaries. The dispensers are replenished by the City's litter crew as part of the scheduled operational waste collections and processed at Mindarie Regional Council (MRC) landfill facility. Collections can be weekly or twice weekly in high usage parks and foreshores. Residents can also request ad hoc replenishments as and when required via the City's website.

The City has a contract for the supply and delivery of oxo-degradable dog waste bags and roadside bags with Woodlands Distributors Pty Ltd, which expires on 8 August 2023.

Tender assessment is based on the best value for money concept. Best value is determined after considering whole of life costs, fit for purpose, tenderers' experience and performance history, productive use of City resources and other environmental or local economic factors.

DETAILS

The tender for the supply and delivery of dog waste bags and roadside bags was advertised through state-wide public notice on 29 March 2023. The tender period was for three weeks and closed on 21 April 2023.

Tender Submissions

A submission was received from each of the following:

- Cardia Bioplastics (Australia) Pty Ltd.
- Vexel Pty Ltd.
- Winc Australia Pty Limited.
- Woodlands Distributors Pty Ltd.

The schedule of items listed in the tender is provided in Attachment 1 to Report CJ089-06/23.

A summary of the tender submissions including the location of each tenderer is provided in Attachment 2 to Report CJ089-06/23.

A confidential tender summary is provided in Attachment 3 to Report CJ089-06/23.

Evaluation Panel

The evaluation panel comprised three members:

- one with tender and contract preparation skills
- two with appropriate technical expertise and involvement in supervising the contract.

The panel carried out the assessment of submissions in accordance with the City's evaluation process in a fair and equitable manner.

Evaluation Method and Weighting

The qualitative weighting method of tender evaluation was selected to evaluate the offers for this requirement. Prior to assessment of individual submissions, a determination was made, based on the selection criteria, of what would be an acceptable qualitative score that would indicate the ability of the tenderer to satisfactorily deliver the services.

The standard minimum acceptable qualitative score for tenders at the City is 50%, but the specific circumstances of tender requirements may, from time to time, require the minimum score to be set higher than 50%, where the specification has complex design or technical requirements. The predetermined minimum acceptable qualitative score for this tender was set at 50%.

The qualitative criteria and weighting used in evaluating the submissions received were as follows:

Qualitative Criteria		
1	Demonstrated Understanding of the Required Tasks	40%
2	Capacity	30%
3	Demonstrated Experience in Completing Similar Projects	25%
4	Social and Economic Effects on the Local Community	5%

Compliance Assessment

The following offers received were assessed as fully compliant:

- Vexel Pty Ltd.
- Woodlands Distributors Pty Ltd.

The following offers were assessed as partially compliant:

- Winc Australia Pty Limited – use a panel of suppliers and other services for the production of the dog waste bags. They supplied no details of the manufacturers of the products.
- Cardia Bioplastics (Australia) Pty Ltd did not submit rates for the specified roadside bags.

All Submissions were included for further assessment on the basis that, as the City's choices of materials were restricted by legislation around plastics, it would be more competitive to include all submissions for compostable dog waste bags.

All submissions were considered for further evaluation.

Qualitative Assessment

Cardio Bioplastics (Australia) Pty Ltd scored 58.3% and was ranked fourth in the qualitative assessment. It demonstrated a sound understanding of the required tasks providing its methodology and detailed specifications for compostable products only. The warehouse for reserve stock is situated in Kewdale and the company advised refrigerated transportation for temperatures over 30° which would increase the transportation costs reflected in the rate. The company demonstrated reasonable experience in providing similar services providing compostable dog bags to Suez Environmental, food organics bags and compostable dog bags for Penrith City Council and food organics kitchen tidy liners for the City of Melville's food organic and garden organics (FOGO) domestic waste collections. It provided insufficient capacity to supply and deliver all items requested in the tender specifications as it could not supply the roadside bags. The company is ASX listed and manufactured and based in China. Certificates were provided for Australian standard certification and relevant insurances.

Winc Australia Pty Ltd scored 60.3% and was ranked third in the qualitative assessment. The company demonstrated an adequate understanding of the City's requirements. Detailed processes were provided for the order, picking, and delivery from the warehouse located in Kewdale but no details provided for the manufacturer of the product. It stated products were certified by Australian Standards AS5810 for home composting and ISO 17088:2021 Plastic – Organic recycling – specification for compostable plastics, international standard covered by AS5810, but no certificates were provided. It provided an additional product category called landfill biodegradable which is also included in the Stage 2 plastic ban, effective 1 September 2023. The company provided good experience in providing stationery supplies and promotional merchandise with print abilities to Water Corporation WA, West Australian Police Force and West Australian Electoral Commission, but did not provide any experience specific to dog waste products. It demonstrated a reasonable capacity to supply and deliver goods and services having been operating over 50 years with head office located in Sydney and a 16,267m² warehouse located at Perth airport. The company can provide rolls of 500 to fit the regular dispenser. No samples were provided.

Vexel Pty Ltd scored 69.4% and was ranked second in the qualitative assessment. Vexel demonstrated a complete understanding of the required tasks providing details of its joint venture with Respack Manufacturing and developing Earth2Earth giving it a substantial volume and continuity of the market to produce compostable and plant-based waste products. The company can provide rolls of 500 of the compostable products to fit the regular dispenser. Samples were provided. The company has committed to holding 3 to 4 months stock within its six warehouses located in Sydney, Melbourne, and Perth, with a minimum of one month's supply held in Perth. It also has substantial capacity to transport materials with over 1,000 shipping containers servicing Australia and New Zealand. Vexel's technology in manufacturing provide a durable product that exceeds 12-month shelf life when stored correctly. It demonstrated substantial experience in providing similar services for large contracts, controlling stock control and ordering, for Nu-Pure Beverages, Cordina Farms and Mauri. It has recently been awarded the contract to supply the City of Wanneroo's dog waste bags with production under way. Vexel and the joint venture produces compostable and bio-based bags with current staff levels at 120, manufacturing over 500 tonnes of product per month. Certifications were provided for products along with detailed data product sheets and which products meet Australian standards. Certificates were provided for standards AS5810 – Biodegradable Plastics suitable for home composting, and AS473 Biodegradable plastics suitable for composting. Several membership certificates were provided, including Member of the Australian Packaging Covenant Organisation which shares responsibility with Government and Industry to achieve sustainable packaging to reduce waste to landfill, using alternative materials and circular economy activities.

Woodlands Distributors Pty Ltd (Woodlands) scored 74.8% and was ranked first in the qualitative assessment. The company demonstrated a comprehensive understanding of the required tasks. Woodlands provide a locally based distribution platform for the supply of compostable waste bags, and partners as the West Australian distributer for Animal Management Services Pty Ltd (AMS) whose head office is based in South Australia, with goods imported from South Australia by sea to Fremantle. Products are certified by Australasian Bioplastics Association with certificates provided. Product data sheets and samples were submitted. Woodlands could not supply a roll of 500 bags to fit the regular dispenser units, and proposed rolls of 400 bags which would increase the required number of replenishments. Warehousing and storage is via a sub-contractor located in Carlisle. Woodlands demonstrated extensive experience providing similar services with contracts to supply compostable dog waste bags and dispensers to Cities of Melville and Cockburn and oxo-degradable bags to the City of Stirling. The company demonstrated its capacity to supply the City's operational requirements with partnerships for manufacturing with AMS and subcontract arrangements for storage and delivery of goods situated locally. AMS has been operating for the last 20 years specialising in eco-friendly animal waste products.

Given the minimum acceptable qualitative score of 50%, Woodlands, Vexel Pty Ltd, Winc Australia Pty Ltd and Cardia Bioplastics qualified to progress to the stage two assessment.

Price Assessment

The panel carried out a comparison of the rates offered by the tenderers in order to assess value for money to the City.

Rates given for plastic, bio-degradable and landfill degradable bags were calculated, however following confirmation of Stage 2 bans from Department of Water and Environmental Regulation and the potential future bans for plastic, the only long-term realistic option available over the next few years is to use compostable with the prospect of future collections being diverted to Food Organics and Green organics (FOGO) processing plants.

The estimated expenditure over a 12-month period will vary based upon demand and is subject to change in accordance with operational requirements. For the purposes of comparison of the financial value of the tender, the actual volumes of consumption for dog waste bags and roadside bags over the 12-month 2022 period were used in the assessment. This provides a value of each tenderer for comparative evaluation purposes based on the assumption that this pattern of usage is maintained. There is no guarantee that this will transpire, as any future requirement will be based upon operational demand, population growth and number of dogs visiting public areas within the city.

The rates are fixed for the first 12 months of the contract but are subject to a price variation in years two to five of the contract (subject to the City exercising the extension options) to a maximum of the CPI for the preceding year. For estimation purposes, a 4.5% CPI increase was applied to the rates tendered for years two to five.

Tenderer	**Year 1**	**Year 2**	**Year 3**	**Estimated Total Price**
Cardia Bioplastics (Australia) Pty Ltd.	$220,428	$230,347	$240,713	**$691,488**
Vexel Pty Ltd.	$144,773	$151,288	$158,096	**$454,156**
Winc Australia Pty Limited.	$256,283	$267,816	$279,867	**$803,966**
Woodlands Distributors Pty Ltd.	$256,989	$268,554	$280,639	**$806,182**

It is anticipated that the City will incur an estimated expenditure of $454,156 during the three-year contract term, on the basis it requires similar quantities to 2023, and up to $792,010 over five years, should the City exercise all extension options.

Evaluation Summary

The following table summarises the results of the qualitative and price evaluation as assessed by the evaluation panel.

Tenderer	**Weighted Percentage Score**	**Qualitative Ranking**	**Estimated Total Comparative / Price**	**Price Ranking**
Vexel Pty Ltd	69.4%	2	$454,156	1
Cardio Bioplastics (Australia) Pty Ltd	58.3%	4	$691,488	2
Winc Australia Pty Ltd	60.3%	3	$803,966	3
Woodlands Distributors Pty Ltd	74.8%	1	$806,182	4

Based on the evaluation result the panel concluded that the offer from Vexel Pty Ltd provides best value to the City and is therefore recommended.

Issues and options considered.

The City has a requirement for supply and delivery of dog waste bags and roadside bags across parks, foreshores, open spaces, and car parks within the City of Joondalup. The City does not have the internal resources to supply and deliver the required goods and requires an appropriate external contractor to undertake the works.

The Department of Water and Environmental Regulation (DWER) has adopted a waste strategy to introduce a staged regulation to ban single- use plastic. As a result of Stage 2 of the Plan for Plastics, degradable plastic, including oxo-degradable, Bio- degradable products and landfill-degradable plastics will be banned from 1 September 2023.

Products will need to be redesigned to use flexible polymers that can be reused or recycled. Alternatively, products can be manufactured using compostable plastics that qualify to the Australian Standards for industrial (AS 4736:2006) or home composting (AS 5810:2010).

The State's Waste Avoidance Strategy 2030 is working towards a three-bin kerbside collection which includes separation of Food Organics Garden Organics (FOGO) by 2025. With this in place the processing for domestic collections and possibly future operational collections in parks and public places, would be processed through this plant, diverting waste from landfill. This would only be possible if 100% compostable products were used in the collection of the waste and the waste collection bins were separated from the public general waste bins.

Legislation / Strategic Community Plan / Policy implications

Legislation A state-wide public tender was, opened, and evaluated in accordance with regulations 11(1) and 18(4) of Part 4 of the *Local Government (Functions and General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be, more, or worth more, than $250,000.

10-Year Strategic Community Plan

Key theme Environment.

Objective Clean and Sustainable – you are supported to minimise waste and live sustainably in a clean environment.

Policy Not applicable.

Risk management considerations

Should the contract not proceed, the risk to the City will be high, as dog waste stations are extremely popular.

It is considered that the contract will represent a low risk to the City as the recommended tenderer is a well- established company with significant industry experience and has the capacity to provide the services to the City.

Financial / budget implications

Current financial year impact

Account no.	A6207.
Budget Item	Litter Services – Operational.
Budget amount	$130,500
Amount spent to date	$138,981 1 July 2022 - 31 May 2023
Proposed cost	$0
Balance	($8,481)

Future financial year impact

Annual operating cost

Year 1 - 2023/24	Year 2 – 2024/25	Year 3 – 2025/26
$144,773	$151,288	$158,096

Estimated annual income Not applicable.

Capital replacement Not applicable.

10 Year Strategic Financial Plan impact

Year 1 - 2023/24	Year 2 – 2024/25	Year 3 – 2025/26
$144,773	$151,288	$158,096

There is no financial impact on this financial year as this contract will not commence until 2023/2024 financial year.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Environmental

Dog waste stations are provided in the interest of public health and to retain the beauty of the City's parks, ovals and public open spaces and the reduction of single used plastics.

By selecting a compostable dog waste bag product even though the product is currently disposed of in landfill, the City will achieve better environmental outcomes as the product breaks down completely organically and does not leave a residue of micro plastics.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submissions in accordance with the qualitative in a fair and equitable manner and concluded that the Offer representing the best value to the City is that as submitted by Vexel Pty Ltd.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Jones, SECONDED Cr Poliwka that Council ACCEPTS the tender submitted by Vexel Pty Ltd for the supply and delivery of dog waste bags and roadside bags as specified in Tender 010/23 for a period of three years, with the option of two further terms of one year each, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth (All Groups) CPI.

The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of CJ105-06/23, page 153 refers.

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 4 refers

To access this attachment on electronic document, click here: Attach4brf230613.pdf

CJ090-06/23 EXECUTION OF DOCUMENTS

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Office of the CEO
FILE NUMBER	15876, 101515
ATTACHMENTS	Attachment 1 Signing and Common Seal Register - extract for 26 April 2023 to 22 May 2023
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the documents executed by means of affixing the Common Seal for 26 April 2023 to 22 May 2023.

EXECUTIVE SUMMARY

The City enters into various agreements by affixing the Common Seal. The *Local Government Act 1995* states that the City is a body corporate with perpetual succession and a Common Seal.

It is therefore recommended that Council NOTES the Signing and Common Seal Register for for 26 April 2023 to 22 May 2023 as detailed in Attachment 1 to Report CJ090-06/23.

BACKGROUND

Documents that are to be executed by affixing the Common Seal or signed by the Mayor and the Chief Executive Officer are reported to Council for information on a regular basis. The last report to Council was made at its meeting held on 23 May 2023 (CJ065-05/23 refers).

DETAILS

From 26 April 2023 to 22 May 2023, four documents were Executed by affixing the Common Seal. A summary is provided below:

Type	Number
Restrictive Covenant	1
Deed of Extension	1
Consent to Application to Extinguish Easement	1
Section 70A Notification	1

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*

10-Year Strategic Community Plan

Key theme Leadership.

Outcome	Capable and effective – you have an informed and capable Council backed by a highly-skilled workforce.
Policy	Not applicable.

Risk management considerations

Not applicable.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

Not applicable.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Jones, SECONDED Cr Poliwka that Council NOTES the Signing and Common Seal Register for 26 April 2023 to 22 May 2023 as detailed in Attachment 1 to Report CJ090-06/23.

The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of CJ105-06/23, page 153 refers.

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 5 refers

To access this attachment on electronic document, click here: Attach5brf230613.pdf

CJ091-06/23 MINUTES OF REGIONAL COUNCIL MEETINGS

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	03149, 41196, 101515
ATTACHMENT	Attachment 1 Tamala Park Regional Ordinary Meeting of Council – 20 April 2023 Attachment 2 Mindarie Regional Council Ordinary Meeting of Council – 27 April 2023 *(Please note: These minutes are only available electronically).*
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the minutes of various bodies on which the City has current representation.

EXECUTIVE SUMMARY

The following minutes are provided:

- Minutes of the Tamala Park Regional Council Ordinary Meeting of Council held on 20 April 2023.
- Minutes of the Mindarie Regional Council Ordinary Meeting of Council held on 27 April 2023.

DETAILS

Tamala Park Regional Council Meeting – 20 April 2023

An ordinary meeting of the Tamala Park Regional Council was held on 20 April 2023.

At the time of this meeting Cr John Chester and Cr Nige Jones were Council's representatives at the Tamala Park Regional Council meeting.

The attached minutes detail those matters that were discussed at this external meeting that may be of interest to the City of Joondalup (Attachment 1 refers).

Mindarie Regional Council Meeting – 27 April 2023

An ordinary meeting of the Mindarie Regional Council was held on 27 April 2023.

At the time of this meeting Mayor Albert Jacob and Cr Christopher May were Council's representatives at the Mindarie Regional Council meeting.

The attached minutes detail those matters that were discussed at this external meeting that may be of interest to the City of Joondalup (Attachment 2 refers).

Legislation / Strategic Community Plan / Policy Implications

Legislation	Not applicable.

10-Year Strategic Community Plan

Key theme	Leadership.
Outcome	Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.
Policy	Not applicable.

Risk Management Considerations

Not applicable.

Financial / Budget Implications

Not applicable.

Regional Significance

Not applicable.

Sustainability Implications

Not applicable.

Consultation

Not applicable.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Jones, SECONDED Cr Poliwka that Council NOTES the minutes of:

1 the meeting of the Tamala Park Regional Council held on 20 April 2023 forming Attachment 1 to Report CJ091-06/23;

2 the meeting of the Mindarie Regional Council held on 27 April 2023 forming Attachment 2 to Report CJ091-06/23.

The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of CJ105-06/23, page 153 refers.

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

To access this attachment on electronic document, click here: RegionalMinutesbrf230613.pdf

CJ092-06/23 STATUS OF PETITIONS

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBERS	05386, 101515
ATTACHMENT	Attachment 1 Status of Petitions – 16 August 2016 to 23 May 2023
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the status of outstanding petitions.

BACKGROUND

At its meeting held on 16 December 2008 (CJ261-12/08 refers), Council considered a report in relation to petitions. As part of that report, it was advised that quarterly reports would be presented to Council in the future.

DETAILS

Issues and Options Considered

Attachment 1 provides a list of all outstanding petitions, which were received during the period 16 August 2016 to 23 May 2023, with a comment on the status of each petition.

Legislation / Strategic Community Plan / Policy Implications

Legislation *City of Joondalup Meeting Procedures Local Law 2013*.

10 Year Strategic Community Plan

Key Themes Leadership.

Outcomes Engaged and Informed - you are able to engage with the City and have in-put into decision-making.

Policy Implications Each petition may impact on the individual policy position of the City.

Risk Management Considerations

Failure to consider the request of the petitioners and take the appropriate actions may impact on the level of satisfaction of the community.

Financial / Budget Implications

Individual requests made by the way of petitions may have financial implications.

Regional Significance

Not applicable.

Sustainability Implications

Not applicable.

Consultation

Not applicable.

COMMENT

The list of petitions is presented to Council for information, detailing the actions taken to date and the actions proposed to be undertaken for those petitions that remain outstanding.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Jones, SECONDED Cr Poliwka that Council:

1 NOTES the status of outstanding petitions submitted to Council during the period 16 August 2016 to 23 May 2023, forming Attachment 1 to Report CJ092-06/23;

2 in relation to the petition requesting the City to "Take action" against DevelopmentWA regarding the unacceptable dust levels in Ocean Reef and surrounding suburbs:

2.1 NOTES that the Ocean Reef Marina Development is under the control of DevelopmentWA who are responsible to ensure it complies with current regulatory requirements for land developments and construction sites;

2.2 REQUESTS the City to liaise with DevelopmentWA and the Department of Lands to mitigate the dust problems from the land clearing and civil construction works at the Ocean Reef Marina site;

2.3 ADVISES the lead petitioner of Council's decision.

The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of CJ105-06/23, page 153 refers.

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 6 refers

To access this attachment on electronic document, click here: Attach6brf230613.pdf

CJ093-06/23 ANNUAL REVIEW OF THE CORPORATE BUSINESS PLAN 2023–2027

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	52605, 101515
ATTACHMENTS	Attachment 1 Draft Corporate Business Plan 2023–2027
AUTHORITY / DISCRETION	Executive — The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, and setting and amending budgets.

PURPOSE

For Council to adopt the Corporate Business Plan 2023–2027 as shown in Attachment 1 to Report CJ093-06/23.

EXECUTIVE SUMMARY

The 5-Year Corporate Business Plan is the City's medium-term planning document which contains the services, projects and activities that have been developed in response to the vision, goals and outcomes of the 10-Year Strategic Community Plan, *Joondalup 2032*.

In accordance with the *Local Government (Administration) Regulations 1996*, the City is required to review the plan annually and submit it to Council for adoption by an absolute majority.

It is therefore recommended that Council:

1 BY AN ABSOLUTE MAJORITY ADOPTS the Corporate Business Plan 2023–2027, provided as Attachment 1 to Report CJ093-06/23, noting the following additions and updates will be made post-adoption:

1.1 Addition of net service costs, depreciation and full-time equivalent (FTE) for 2023/24;

1.2 Addition of capital works program expenditure and revenue for 2023/24;

1.3 Addition of the operating budget for 2023/24;

1.4 Updates to services, programs, projects and activities resulting from any decisions of Council at the 27 June 2023 Council meeting.

BACKGROUND

The development of a Corporate Business Plan is a requirement of all local governments in Western Australia under the *Local Government (Administration) Regulations 1996*. In accordance with the Regulations, the Corporate Business Plan must:

- set out priorities for dealing with the objectives and aspirations of the community
- cover a period of at least four years
- govern internal business planning
- reference resourcing plans/strategies (that is asset management, workforce planning, long-term financial planning)
- be reviewed every year.

The City's Corporate Business Plan sits within an Integrated Planning and Reporting Framework which builds-in informing, resourcing, planning and reporting requirements to ensure transparency and evidence of planned achievements.

Council adopted the City's first Corporate Business Plan in October 2012 (CJ210-10/12 refers) and has adopted the plan each year since. The most recent *Corporate Business Plan (2022–2026)* was adopted by Council at the 28 June 2022 meeting (CJ093-06/22 refers).

Monitoring and reporting against the Corporate Business Plan is undertaken through Corporate Business Plan Quarterly Reports and Capital Works Quarterly Progress Reports. These are presented to Council each quarter and are published on the City's website.

DETAILS

The draft Corporate Business Plan 2023–2027 is the City's medium-term delivery plan that contains the services, projects and activities to be undertaken to "operationalise" the 10-Year Strategic Community Plan, *Joondalup 2032*.

To inform the development of the draft Corporate Business Plan 2023–2027, the annual review was informed by a program of comprehensive performance reporting through the following documents:

- *Corporate Business Plan 2022–2026*
- Corporate Business Plan Quarterly Reports.
- Key Capital Works Project Quarterly Status Reports.
- *Annual Report 2021/22*.

In developing the new *Corporate Business Plan 2023–2027*, feedback was sought from Elected Members in April 2023 as part of the annual budgeting process. The draft 5-Year Corporate Business Plan 2023–2027 is provided at Attachment 1 and contains the following:

- Services delivered by the City, including service costs and related FTE (to be added following adoption of the 2023/24 Annual Budget).
- Details of existing City plans, strategies and frameworks.
- Capital works programs, including expenditure and revenue for 2023/24 (to be added following adoption of the 2023/24 Annual Budget).
- Key capital works projects for 2023/24.
- Non-capital projects and activities, including quarterly milestones for delivery.
- Key priorities for 2023/24 (non-capital projects and activities).
- Annual performance measures that will be reported through the City's Annual Report, including the Global Reporting Initiative (GRI) disclosures and other performance measures.
- Operating budget for 2023/24 (to be added following adoption of the 2023/24 Annual Budget).

Issues and options considered

Council has the option to:

- adopt the draft 5-Year Corporate Business Plan 2023–2027, as presented in Attachment 1
  or
- adopt the draft 5-Year Corporate Business Plan 2023–2027, as presented in Attachment 1, subject to further amendments.

Legislation / Strategic Community Plan / Policy implications

Legislation	Adoption of a Corporate Business Plan is a requirement of all local governments in Western Australia under the *Local Government (Administration) Regulations 1996.*

10-Year Strategic Community Plan

Key theme	Leadership.
Outcome	Responsible and financially-sustainable — you are provided with a range of City services which are delivered in a financially responsible manner.
Policy	Not applicable.

Risk management considerations

Under the *Local Government (Administration) Regulations 1996* it is a legislative requirement for the City to review its Corporate Business Plan annually and submit modifications to Council for adoption by an absolute majority. A failure to achieve this in a timely manner could result in non-compliance.

Financial / budget implications

The annual review of the 5-Year *Corporate Business Plan* provides an opportunity for the City to reassess forecasted timeframes in accordance with resourcing strategies to ensure the sustainable delivery of projects.

Regional significance

Many of the projects in the draft 5-Year *Corporate Business Plan* have regional significance and highlight the importance of regional planning and cooperation in managing and responding to future challenges within the north metropolitan region.

Sustainability implications

The 5-Year *Corporate Business Plan* demonstrates the operational capacity of the City to achieve its vision and goals over the medium-term. Project planning and prioritisation within the plan is based on the City's ambition to deliver services sustainably and affordably.

Consultation

In accordance with the *Local Government (Administration) Regulations 1996*, community consultation is not required for the annual review of a Corporate Business Plan.

COMMENT

The 5-Year *Corporate Business Plan* provides the community with a clear plan of the services. projects and activities the City intends to deliver over the next five years. The plan provides a mechanism for measuring performance over the medium-term, and details the key priorities and key capital works projects for the first year of the plan.

The 5-Year *Corporate Business Plan* provides the operational detail to support the delivery of the 10-Year *Strategic Community Plan*, *Joondalup 2032*. The inclusion of specific milestones for projects and activities, as well as annual performance measures, provides a high level of transparency as to how the City intends to report against the vision, goals and outcomes of *Joondalup 2032*.

VOTING REQUIREMENTS

Absolute Majority.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council:

1 BY AN ABSOLUTE MAJORITY ADOPTS the Corporate Business Plan 2023–2027, provided as Attachment 1 to Report CJ093-06/23, noting the following additions and updates will be made post-adoption:

1.1 Addition of net service costs, depreciation and full-time equivalent (FTE) for 2023/24;

1.2 Addition of capital works program expenditure and revenue for 2023/24;

1.3 Addition of the operating budget for 2023/24;

1.4 Updates to services, programs, projects and activities resulting from any decisions of Council at the 27 June 2023 Council meeting.

C060-06/23 PROCEDURAL MOTION - THAT THE ITEM BE REFERRED BACK

MOVED Cr Kingston, SECONDED Cr Raftis that CJ093-06/23 - Annual Review of the Corporate Business Plan 2023-2027 be REFERRED BACK to the Chief Executive Officer to provide options on GRI Standards that can be reported to Council in the Annual Report.

The Motion was Put and LOST (5/8)

In favour of the Motion: Crs Chester, Kingston, Poliwka, Raftis and Thompson.
Against the Motion: Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill, Jones, Logan, May and McLean.

The Motion as Moved Mayor Jacob, SECONDED Cr Hamilton-Prime was Put and CARRIED (10/3)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Logan, May, McLean and Poliwka.
Against the Motion: Crs Kingston, Raftis and Thompson.

Appendix 7 refers

To access this attachment on electronic document, click here: Attach7agn230627.pdf

Disclosures of Interest affecting Impartiality

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ094-06/23 - Corporate Sponsorship Application: Whitford Church of Christ Inc. for Heathridge Carols in the Park 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob attends the Carols every year and a number of the organisers are known to him.

CJ094-06/23 CORPORATE SPONSORSHIP APPLICATION: WHITFORD CHURCH OF CHRIST INC. FOR HEATHRIDGE CAROLS IN THE PARK 2023

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	110313, 101515
ATTACHMENT	Attachment 1 Sponsorship Application Attachment 2 Master Sponsorship Assessment Matrix
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider the event sponsorship application received from Whitford Church of Christ Inc. for Heathridge Carols in the Park 2023, proposed to be held at Heathridge Park on the 17 December 2023.

EXECUTIVE SUMMARY

The City's Corporate Sponsorship Program aims to attract, host or support a wide range of events, programs and activities that enhance the service delivery to the community and attract visitors to the region, while also providing positive exposure for the City's brand local and regionally.

This program is open all year round (budget allowing) and has supported a wide range of events held in the region from sporting events, triathlons to dance competitions and more.

The City has received a sponsorship application from Whitford Church of Christ Inc. for Heathridge Carols in the Park 2023, proposed to be held at Heathridge Park on the 17 December 2023.

Heathridge Carols in the Park is a free family friendly community event including pre-show entertainment, main carols show, Santa land activity area, a kids carols set, food vendors, fireworks finale and more.

This free community event has been held for over 30 years and has grown to be a significant Christmas celebration in the region attracting approximately 17,000 people in 2022.

The sponsorship value requested is $20,000 (excluding GST).

The application has been assessed and valued at $13,000 (excluding GST).

The full amount requested has not been recommended as that level of sponsorship funding requires the City to receive significantly more benefits in the area of:

- regional promotion
- tourism attraction such as; attracting visitors from outside the region
- economic development such as;. the event provides an opportunity for local organisations to be involved or will it bring visitors to the region who will utilise current businesses such as hospitality (dining and accommodation) as outlined in the master sponsorship assessment matrix (attachment two). The recommended sponsorship is commensurate with the benefits available to the City.

It is therefore recommended that the Council AGREES to APPROVE a sponsorship amount of $13,000 (excluding GST) for the City to sponsor the Whitford Church of Christ Inc. 2023 Heathridge Carols in the Park subject to the organisation entering into a formal sponsorship agreement with the City of Joondalup.

BACKGROUND

The City's corporate sponsorship program aims to achieve the following objectives:

- Attracting, hosting, or supporting a wide range of events, programs and activities that enhance the level of service delivery to the community and visitors to the region.
- Providing positive exposure for the City's brand locally and regionally.
- Providing support to local organisations/community groups.
- Stimulating economic development and providing benefits to local businesses.
- Increasing visitors to the region.
- Creating long-term value to the City and its residents by building sustainable partnerships or relationships.
- Ensuring that all agreements entered into provide an adequate return on investment by overseeing and managing the sponsorship, contributions and donations program, process, and outcomes.

All corporate sponsorship applications need to meet the following criteria:

- The applicant, event, program and/or activity must be aligned with the City's vision and corporate values.
- The event, program or activity must be consistent with the City's Sponsorship Program objectives.
- The audience for the event, program or activity should reach the City's target audiences.
- Requests for sponsorship should be for an event, program or activity located within the City of Joondalup, which provides a significant return to the general and/or business community.
- Tangible benefits for the City, its residents and/or local businesses need to be associated and demonstrated with the event, program, or activity.
- The event, program or activity must provide positive exposure for the City and its brand; and
- The event, program or activity should provide opportunity to create long-term value to the City, residents and/or businesses.

The City has sponsored this event since 2010 with an annual commitment of between $11,000 and $13,000 (excluding GST).

DETAILS

Heathridge Carols in the Park is a family friendly community event including:

- pre-show entertainment
- main carols show
- Santa Land activity
- kid carols set
- food vendors
- fireworks finale and more.

Running for over 30 years and attended by over 17,000 people in 2022 this is a long standing Christmas celebration within the community.

The event is accessible and welcoming for all members of the community and attracts residents from the region of all demographics and ages, particularly those in the surrounding areas of Heathridge, Mullaloo, Edgewater and Beldon.

Residents can choose to bring their own picnics or access the numerous food vendors available on the night.

Sponsorship Benefits for the City

As a sponsor the City will receive the below outlined benefits:

Benefits to be provided to the City		City's Assessment Matrix Benefits Required	$15,001 - $25,000
Logo on promotional material	✓	Logo on promotional material	•
Merchandise distribution e.g. City merchandise in participant packs	-	Merchandise distribution e.g. City merchandise in participant packs	•
Opportunity to set up a promotional display	✓	Opportunity to set up a promotional display	•
Verbal acknowledgement throughout the event, program, or activity	✓	Verbal acknowledgement throughout the event, program, or activity	•
Signage displayed at the event, program, or activity (City to supply)	✓**8**	Signage displayed at the event, program, or activity	8+
Logo and hyperlink on website	-	Logo and hyperlink on website	•
Logo on local advertising	✓	Logo on local advertising	•
Opportunity for the City representative to present/speak	✓	Opportunity for the City representative to present/speak	•
Logo on event, program, or activity signage	✓	Logo on event, program, or activity signage	•
Recognition on media releases	✓	Recognition on media releases	•
Recognition and link on social media forums	✓	Recognition and link on social media forums	•

Benefits to be provided to the City		City's Assessment Matrix Benefits Required	$15,001 - $25,000
Logo on regional advertising	-	Logo on regional advertising	•
Digital Marketing for example. inclusion in club newsletters, emails on hold messaged	-	Digital Marketing for example inclusion in club newsletters, emails on hold messaged	•
Exclusive rights	-	Exclusive rights	•
Economic development for example will the program or event provide an opportunity for local organisations to be involved or will it bring visitors to the region who will utilise current businesses such as hospitality (dining and accommodation)	-	Economic development for example will the program or event provide an opportunity for local organisations to be involved or will it bring visitors to the region who will utilise current businesses such as hospitality (dining and accommodation)	•
Tourism for example increase visitors to the region; people will travel to attend the event program	-	Tourism for example. increase visitors to the region; people will travel to attend the event program	•
Corporate Hospitality for example complimentary VIP tickets, invitation to event launch/finale	-	Corporate Hospitality for example. complimentary VIP tickets, invitation to event launch/finale	•
Attendance	**$15,001 - $25,000**	**Attendance**	**$15,001 - $25,000**
Under 500		Under 500	
500 – 2,000		500 – 2,000	
2,001 – 5,000		2,001 – 5,000	
5,001 – 10,000		5,001 – 10,000	•
Over 10,000	•	Over 10,000	•

Tourism Attraction, Economic Impact and Business Engagement

Heathridge Carols in the Park has a primary target audience of residents within the City of Joondalup, particularly those in the surrounding areas of Heathridge, Mullaloo, Edgewater and Beldon therefore not attracting visitors from outside the region.

The event will engage approximately 20 food vendors on the night, most of which are registered with the City, and local suppliers will be engaged for other infrastructure and services where possible. There is limited other business engagement related to this event.

Other Funding Support

The event has received long term support from Lotterywest with a grant of approximately $20,000 per annum. Other minor sponsors will be sought, along with the in-kind support from Whitford Church of Christ Inc.

Sponsorship Agreement and Key Performance Indicators

Should the Council agree to progress with supporting sponsorship of the Heathridge Carols in the Park 2023, a sponsorship agreement will be developed between the City and Whitford Church of Christ Inc. outlining the roles, responsibilities, benefits, and key performance indicators, as per the City's standard sponsorship process.

Key Performance indicators will address all details outlined in the sponsorship benefits table detail previously with a focus on attendance numbers and branding benefits received by the City.

The City's approach to sponsorship is to ensure a coordinated approach towards the development of agreements that aim to maximise benefits and create effective partnerships.

Sponsorship is a mutually beneficial commercial partnership involving financial or in-kind investments made in return for marketing and promotional benefits.

The proposal from Whitford Church of Christ Inc. meets these requirements as the City will receive a range of benefits in return for its financial contribution to the organisation.

Issues and options considered

The Council may choose to:

- Endorse the sponsorship of the Heathridge Carols in the Park 2023 event for the full amount requested of $20,000 (excluding GST). The benefits outlined in the application do not align with this value as detailed in the City's sponsorship assessment matrix.
- Endorse the sponsorship of the Heathridge Carols in the Park 2023 event for the reduced amount of $13,000 (excluding GST). This option ensures that the proposed benefits are in line with City's sponsorship assessment matrix and is the recommended option.
  or
- Not endorse the event sponsorship application, which could potentially impact the viability and long-term sustainability of the event, and the community's ability to engage in the celebration of Christmas as they have done for over 30 years.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

10 Year Strategic Community Plan

Key theme Economy.

Objective Appealing and Welcoming – you welcome residents, and local and international visitors to the City.

Policy Not applicable.

Risk management considerations

Not applicable.

Financial / budget implications

2023-2024 financial year impact

100% of the sponsorship amount recommended is due in the 2023-2024 financial year.

Account no.	1.524.A5204.3293.0000.
Budget Item	Sponsorship.
Budget amount	Historical budget of $130,000 (subject to adoption of 23-24 budget).
Sponsorship proposed cost	$13,000
Balance of budget line	$27,532.50*

All amounts quoted in this report are exclusive of GST.

**this is based on the sponsorship being endorsed for the recommended amount.*

Regional significance

Heathridge Carols in the Park has been delivered in the community for approximately 30 years and is one if not the largest Christmas celebration for residents and the community.

The City's events calendar does not incorporate any Christmas celebration events.

Sustainability implications

Such an event is well supported by the community, and should the event not occur, the community may look to the City to deliver an event within this space which would cost the City significantly more than the sponsorship recommended.

Consultation

Not applicable.

COMMENT

The sponsorship proposal submitted is an opportunity for the City to provide financial support to the Whitford Church of Christ Inc. to deliver the Heathridge Carols in the Park, in return for a range of marketing and promotional benefits.

If the sponsorship proposal was endorsed, the City would receive a range of benefits that provide a positive image of the City while supporting a well-loved community event.

Sponsoring free community events such as this are part of the City's commitment to supporting community engagement, health and wellbeing.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council AGREES to APPROVE a sponsorship amount of $13,000 (excluding GST) for the City to sponsor the Whitford Church of Christ Inc. 2023 Heathridge Carols in the Park subject to the organisation entering into a formal sponsorship agreement with the City of Joondalup.

MOVED Mayor Jacob, SECONDED Cr May that Council AGREES to APPROVE a sponsorship amount of $20,000 (excluding GST) for the City to sponsor the Whitford Church of Christ Inc. 2023 Heathridge Carols in the Park subject to the organisation entering into a formal sponsorship agreement with the City of Joondalup.

The Motion was Put and **CARRIED (9/4)**

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Jones, Kingston, Logan, May and Thompson.
Against the Motion: Crs Hill, McLean, Poliwka and Raftis.

Reason required for departure from Officer's recommendation.

In accordance with Regulation 11 (da) of the *Local Government (Administration) Regulations 1996*, the reason Council made its decision which was significantly different to what the administration recommended is to reflect the increasing cost of this successful event over recent years.

Appendix 8 refers

To access this attachment on electronic document, click here: Attach8brf230613.pdf

CORPORATE SPONSORSHIP APPLICATION: SWIMMING WA OPEN WATER SWIM SERIES AT MULLALOO AND SORRENTO

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	110313, 101515
ATTACHMENT	Attachment 1 Swimming WA Sponsorship Application Attachment 2 Master Sponsorship Assessment Matrix
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

This item was withdrawn.

Disclosures of Interest affecting Impartiality

Name / Position	**Cr Tom McLean, JP.**
Item No. / Subject	CJ095-06/23- Corporate Sponsorship Application: Bowls Australia Ltd for The Nationals Event 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor McLean is a social member of the Joondalup Sports Association (JSA).

Name / Position	**Cr Russ Fishwick, JP.**
Item No. / Subject	CJ095-06/23- Corporate Sponsorship Application: Bowls Australia Ltd for The Nationals Event 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	As a member of the Sorrento Bowling Club where an event is being staged, Councillor Fishwick will be assisting as a volunteer.

CJ095-06/23 CORPORATE SPONSORSHIP APPLICATION: BOWLS AUSTRALIA LTD FOR THE NATIONALS EVENT 2023

WARD	All	
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy	
FILE NUMBER	110313, 101515	
ATTACHMENT	Attachment 1	Bowls Australia Sponsorship Application
	Attachment 2	The Nationals Marketing and Communications Plan
	Attachment 3	Master Sponsorship Assessment Matrix
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to consider the significant event sponsorship application received from Bowling Australia Ltd for The Nationals event to be hosted at Joondalup, Sorrento and Warwick Bowling Clubs from the 6 – 20 October 2023.

EXECUTIVE SUMMARY

The City's Corporate Sponsorship Program aims to attract, host or support a wide range of events, programs and activities that enhance the service delivery to the community and attract visitors to the region, while also providing positive exposure for the City's brand local and regionally.

The City has received a sponsorship application from the Bowling Australia Ltd for The Nationals event to be hosted at Joondalup, Sorrento and Warwick Bowling Clubs from the 6 – 20 October 2023.

As this event is a national event that is unique to Joondalup for 2023 and is proposed to deliver economic development benefits for the region, specifically beds stays and expenditure with local businesses, this event has been defined as a “significant event”.

The Nationals is a culmination of six individual bowls events where 750+ competitors battle it out for National titles. It provides the opportunity for participants to compete against the country’s best players. It is a truly inclusive event with participants competing in open, under ages, overage and disability events across the 15 days.

Each of the six individual events include an equal number of competitors from each state and territory, resulting in more than 650 unique participants from interstate taking part in this event.

The sponsorship value requested is $35,000 (excluding GST).

The application has been assessed and valued at $35,000 (excluding GST).
Although the attendance numbers are lower than the desired amount outlined in the sponsorship assessment matrix (attachment three) the branding, tourism and economic impact benefits are at the higher end of the scale.

It is therefore recommended that the Council AGREES to APPROVE a sponsorship amount of $35,000 excluding GST for the City to sponsor the Bowls Australia Ltd. for The Nationals 2023 hosted at Joondalup, Sorrento and Warwick Bowling Clubs subject to the organisation entering into a formal sponsorship agreement with the City of Joondalup.

BACKGROUND

The Council has adopted a Strategic Position Statement regarding significant events which provides as follows:

The City will attract and support significant events that are unique to Joondalup and enhance its image as an attractive destination for residents, visitors, tourists, and businesses. These significant events will deliver economic development benefits for local businesses whilst promoting Joondalup’s reputation state-wide, nationally, and internationally as the cultural, civic and entertainment CBD of the Northwest region of the Perth metropolitan area.

A key non - capital project/activity outlined in the City’s Corporate Business Plan 2022- 2026 involves positioning Joondalup as a destination city where unique tourism opportunities and activities provide drawcards for visitors and residents, specifically:

- attract and support significant events that are unique to Joondalup to enhance its image as an attractive destination for visitors, tourist and businesses.

DETAILS

The Nationals is a culmination of six individual bowls events - staged consecutively and in some cases simultaneously across closely located venues – where 750+ competitors battle it out for National titles. It provides the opportunity for participants to compete against the country’s best players. It is a truly inclusive event with participants competing in open, under ages, overage and disability events across the 15 days.

The 2023 event will be held from the 6 – 20 October 2023 across three City bowling clubs - Joondalup, Sorrento and Warwick – and includes:

- Australian Champion of Champions, 6 – 7 October 2023
- Under 18 Australian Championship, 6 – 7 October 2023
- Australian Para Nationals, 6 – 9 October 2023
- Australian Sides Championships, 8 – 11 October 2023
- Australian Senior Side Championship, 13 – 16 October 2023
- Australian Championships, 17 – 20 October 2023.

Each of the individual events include an equal number of competitors from each state and territory, resulting in more than 650 unique participants from interstate taking part in this event.

In addition to the 750+ competitors, 30 staff/officials will attend the event along with an estimated 650+ interstate spectators and 650+ local spectators totalling over 2,000 people attending the event.

The Nationals will be live streamed through the majority of the 15-day competition on Bowls Australia's Facebook pay and through the "Rinkside Live" product. Audience viewership obviously fluctuate dependent upon the interest in the match and its player, but based on past events a general indicator for viewership of each stream would be approximately 10,000 views.

There's no cost to enter The Nationals. Flights, accommodation, transport and daily lunches are covered for each participant. Each participant only incurs the cost of spending money and breakfast/dinners.

Sponsorship Benefits for the City

As a sponsor the City will receive the below outlined benefits:

Benefits to be provided to the City		City's Assessment Matrix Benefits Required	$25,001 - $50,000
Logo on promotional material	✓	Logo on promotional material	•
Merchandise distribution e.g. City merchandise in participant packs	-	Merchandise distribution e.g. City merchandise in participant packs	•
Opportunity to set up a promotional display	-	Opportunity to set up a promotional display	•
Verbal acknowledgement throughout the event, program or activity	✓	Verbal acknowledgement throughout the event, program or activity	•
Signage displayed at the event, program or activity	✓	Signage displayed at the event, program or activity	8+
Logo and hyperlink on website	✓	Logo and hyperlink on website	•
Logo on local advertising	✓	Logo on local advertising	•
Opportunity for the City representative to present/speak	✓	Opportunity for the City representative to present/speak	•
Logo on event, program or activity signage	✓	Logo on event, program or activity signage	•
Recognition on media releases	✓	Recognition on media releases	•
Recognition and link on social media forums	✓	Recognition and link on social media forums	•
Logo on regional advertising	✓	Logo on regional advertising	•
Digital Marketing e.g. inclusion in club newsletters, emails	✓	Digital Marketing e.g. inclusion in club newsletters, emails on hold messaged	•

Benefits to be provided to the City		City's Assessment Matrix Benefits Required	$25,001 - $50,000
Exclusive rights	-	Exclusive rights	•
Economic development e.g. will the program or event provide an opportunity for local organisations to be involved or will it bring visitors to the region who will utilise current businesses such as hospitality (dining and accommodation)	✓	Economic development e.g. will the program or event provide an opportunity for local organisations to be involved or will it bring visitors to the region who will utilise current businesses such as hospitality (dining and accommodation)	•
Tourism e.g. increase visitors to the region, people will travel to attend the event program	✓	Tourism e.g. increase visitors to the region, people will travel to attend the event program	•
Corporate Hospitality e.g. complimentary VIP tickets, invitation to event launch/finale	-	Corporate Hospitality e.g. complimentary VIP tickets, invitation to event launch/finale	•
Opportunity to include advertisement in publication or program	-	Opportunity to include advertisement in publication or program	•
Recognition on radio advertising	-	Recognition on radio advertising	•
Naming rights to the event, program or activity	-	Naming rights to the event, program or activity	•
Logo on state advertising	✓	Logo on state advertising	•
Attendance	**$25,001 - $50,000**	**Attendance**	**$25,001 - $50,000**
Under 500		Under 500	
500 – 2,000		500 – 2,000	
2,001 – 5,000	✓	2,001 – 5,000	
5,001 – 10,000		5,001 – 10,000	
Over 10,000		Over 10,000	•

It is to be noted that the current marketing and communications plan submitted with the application refers heavily to Tourism WA requirements and messaging. Should the City commit to sponsorship of The Nationals, Bowls Australia will review the marketing and communications plan to ensure there will be appropriate recognition for the City and the region. Tourism WA are supportive of Bowls Australia seeking support from the City and have no issues with promoting Joondalup as the host region, along with Perth as the host city. The individual clubs will also be recognised as host clubs.

Economic Impact

It is anticipated that the event could generate approximately $1 million in economic impact for local accommodation providers and businesses.

With the large number of event participants, along with event officials and interstate spectators, event organisers anticipate the 15-day event will generate a total of 7,500 room nights – with as many as possible utilising accommodation within the City's boundaries.

Based on availability of local accommodation providers the below would be a reasonable assessment of economic impact.

Visitor Origin	Visitors	Length of Stay (Average)	Room Nights (Estimated)	Daily Spend (Average)	Total
Interstate Competitors and Officials	650	6	3,900	$230	$897,000
Bowls Australia Staff	30	14	420	$230	$96,600
Total visitors	**680**		**4,320**		**$993,600**

Bowls Australia have advised that for the 2022 event held on the Gold Coast, the below numbers were achieved, given the larger accommodation base in the region.

Visitor Origin	Visitors	Length of Stay (Average)	Room Nights (Estimated)	Daily Spend (Average)	Total
Interstate Competitors and Officials	650	6	3,900	$230	$897,000
Intrastate Competitors and Officials	100	NA	NA	NA	NA
Bowls Australia Staff	30	14	420	$230	$96,600
Visitors/Supporters from out of the State	650	6	3,900	$230	$897,000
Local Visitors/Supporters	500	NA	NA	Nil	Nil
Total visitors	**2,070**		**8,220**		**$1,890,600**

In addition to this, interstate and out of the region visitors are likely to spend in local shopping precincts during their stay.

Local Business and Stakeholder Engagement

Bowls Australia intend to promote travel packages and local tourism options to participants and spectators to encourage them to visit sights within the region.

Local contractors will be engaged for other infrastructure and services where possible.

The event will also be supported by the Joondalup, Sorrento and Warwick Clubs with support staff and volunteers.

Other Funding Support

Bowls Australia has secured funding from Tourism WA to the value of $300,000 and is awaiting an outcome from the Department of Local Government, Sport and Cultural Industries for a funding application.

Any shortfall in income vs expenditure will be covered by Bowls Australia.

Sponsorship Agreement and Key Performance Indicators

Should the Council agree to progress with supporting sponsorship of The Nationals 2023, a sponsorship agreement will be developed between the City and Bowling Australia Inc. outlining the roles, responsibilities, benefits, and key performance indicators, as per the City's standard sponsorship process.

Key Performance indicators will address all details outlined in the sponsorship benefits table detailed previously with key focus areas on:

- Attendance
- Branding benefits and coverage
- Economic impact/benefits received

The City's approach to sponsorship is to ensure a coordinated approach towards the development of agreements that aim to maximise benefits and create effective partnerships.

Sponsorship is a mutually beneficial commercial partnership involving financial or in-kind investments made in return for marketing and promotional benefits.
The proposal from Swimming WA Inc. meets these requirements as the City will receive a range of benefits in return for its financial contribution to the organisation.

Issues and options considered

The Council may choose to:

- Endorse the sponsorship of The Nationals 2023 for the full amount requested of $35,000 (excluding GST). This option ensures that the proposed benefits are in line with City's sponsorship assessment matrix and is the recommended option.
- Endorse the sponsorship of The Nationals 2023 for a reduced amount.
  or
- Not endorse the significant event sponsorship application, which would then enable another state in Australia to host the national event.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

10-Year Strategic Community Plan

Key theme Economy.

Objective Appealing and Welcoming - you welcome residents, and local and international visitors to the City.

Policy In line with Caretaker Policy.

Risk management considerations

Not applicable.

Financial / budget implications

<u>2023-2024 financial year impact</u>

100% of the sponsorship amount recommended is due in the 2023-2024 financial year.

Account no.	1.524.A5204.3293.0000.
Budget Item	Sponsorship
Budget amount	Historical budget of $130,000 (subject to adoption of 23-24 budget)
Sponsorship proposed cost	$35,000
Balance of budget line	$27,532.50

All amounts quoted in this report are exclusive of GST.

**this is based on the sponsorship being endorsed for the recommended amount.*

Regional significance

The event will be unique to the state for 2023 and is supported by Bowls WA, Joondalup, Sorrento and Warwick Bowling Clubs.

Sustainability implications

Such an event should be well supported by the community, both locally and beyond the City boundaries, while also providing a strong stimulus for the local economy.

Consultation

Consultation has been conducted with Bowls WA, Joondalup, Sorrento and Warwick Bowling Clubs with all organisations supportive of the event being held in the region.

The Bowling Clubs will reschedule all local games for the period of time that the event is held in the region and will also support the event through the supply of staff and volunteers.

COMMENT

Since 2012, the City has been working to attract significant events of a calibre suitable to enhance tourism and stimulate the local economy, while attracting wide media coverage to enhance and strengthen Joondalup's reputation and image as a Destination City.

Attracting significant events is part of the City's strategy to position Joondalup as a destination that attracts visitors with its diverse mix of iconic events with local, national, and international appeal.

The City has hosted or supported major events including the Joondalup Festival of Motoring, Perth International Arts Festival, NAB Cup (AFL), Soundwave and Future Music Festival. It also delivers major community events such as the Joondalup Festival and Valentine's Concert. In addition, it hosts and supports smaller community events such as the Heathridge Carols in the Park and other community group fairs / fêtes.

The Nationals 2023 sponsorship proposal submitted is an opportunity for the City to provide financial support to Bowls Australia Ltd., in return for a range of marketing and promotional benefits.

If the sponsorship proposal was endorsed, the City would receive a range of benefits that enhanced the development of the sport, provide a positive image of the City and its ability to provide assistance to regionally and nationally significant sporting organisations and help to promote Joondalup as an attractive destination.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Jones, SECONDED Cr Poliwka that Council AGREES to APPROVE a sponsorship amount of $35,000 (excluding GST) for the City to sponsor the Bowls Australia Ltd. for The Nationals 2023 hosted at Joondalup, Sorrento and Warwick Bowling Clubs subject to the organisation entering into a formal sponsorship agreement with the City of Joondalup.

The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of CJ105-06/23, page 153 refers.

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 10 refers

To access this attachment on electronic document, click here: Attach10brf230613.pdf

CJ096-06/23 2023 ANNUAL REVIEW OF REGISTER OF DELEGATION OF AUTHORITY

WARD	All	
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy	
FILE NUMBER	07032, 101515	
ATTACHMENT	Attachment 1	Schedule – 2023 Review - Register of Delegation of Authority
	Attachment 2	Amended Register of Delegation of Authority (marked up version)
	Attachment 3	Register of Delegation of Authority (clean version)
	Attachment 4	WALGA Delegation Register (Template)
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to undertake a formal review of its delegations within the *Register of Delegation of Authority* (the Register).

EXECUTIVE SUMMARY

Sections 5.18 and 5.46 of the *Local Government Act 1995* (the Act) requires at least once every financial year, delegations are to be reviewed by the delegator. The Council last performed its annual review of the Register of Delegation of Authority (the Register) at its meeting held on 28 June 2022 (CJ092-06/22 refers). At the meeting it was resolved in Part as follows:

"3 REQUESTS the Chief Executive Officer provide a full review of the Register of Delegation of Authority that would include, but not be limited to, comparisons with best practice and other similar sized local governments, as well as explanations and examples of the required delegations, with a subsequent report to be tabled to the Audit and Risk Committee by October 2022."

Part 3 of the resolution was carried as an amendment to the Officer's Recommendation.

The City engaged the assistance of a consultant, Conway Highbury, to carry out the review of the City's Register of Delegation of Authority, and a report was presented to the Audit and Risk Committee meeting on 31 January 2023 (Item 2 refers). A number of these recommendations have been incorporated into the 2023 Review of the Register of Delegations and proposed amendments are detailed in Attachments 1 and 2 to Report CJ096-06/23.

The amended clean version of the *Register of Delegation of Authority* is provided as Attachment 3 to Report CJ096-06/23.

It is therefore recommended that Council:

1 ENDORSES the review of its delegations in accordance with sections 5.18 and 5.46 of the Local Government Act 1995;

2 NOTES that a full review of the Register of Delegation of Authority was undertaken and consultant's report received on the City of Joondalup's Register of Delegation of Authority and considered by the City's Audit and Risk Committee on the 31 January 2023 (Item 2 refers);

3 BY AN ABSOLUTE MAJORITY ADOPTS the amended Register of Delegation of Authority as provided in Attachment 3 to Report CJ096-06/23.

BACKGROUND

In accordance with sections 5.16 and 5.42 of the Act, a local government can delegate certain functions to a committee of Council, or the Chief Executive Officer. A variety of other legislation also permits the delegations of functions to the Chief Executive Officer, as well as other officers.

Sections 5.18 and 5.46 of the Act require that at least once every financial year, delegations are to be reviewed by the delegator for those delegations under the Act, but opportunity is also presented to review other delegations made under other legislation.

With regard to Part 3 of the Council resolution on 28 June 2022 (CJ092-06/22 refers), the City engaged the assistance of a consultant, Conway Highbury, to carry out a review of the City's *Register of Delegation of Authority* and these recommendations have been considered during the 2023 annual review process.

The consultant's recommendations and City's comments/recommendations and suggested changes are listed in the 'Schedule – 2023 Review - Register of Delegation of Authority (Attachment 1 refers).

The scope of the consultant's review was as follows:

- Comparison of each City of Joondalup Delegation of Authority against the relative Delegation of Authority of four similar sized local governments.

- Comparison between the City of Joondalup and comparative local governments to include:
  - documenting the assigned function and conditions relative to each delegation
  - documenting any key differences between the City of Joondalup delegation and the comparative local governments.

  The comparison excludes the delegation of functions (under the *Local Government Act 1995*) from the CEO to officers as this is at the CEO's discretion.

- Desktop assessment of each City of Joondalup Delegation of Authority to the *WALGA Decision Making in Practice – Delegations* Guide and whether it is considered the City's delegations meets the City's legislative obligations as expressed by the Guide.

- Liaison with individual City of Joondalup Directors to obtain a brief explanation of how each Delegation of Authority is applied and two written examples of decisions made under each Delegation of Authority.

- Desktop assessment of the implications of removing City of Joondalup Delegations of Authority, for example; should the delegated tender threshold be lowered, how many tender reports would need to be written and submitted to the Council, and the type of tenders to be reported on.

- Collating the input, information and opinion into a written schedule.

A key outcome of the review was to provide a schedule of comparative information (against four other similar sized local governments) and expert opinion on the City of Joondalup Delegation of Authority Register, as well as:

- Whether the City of Joondalup's Delegations of Authority meets current legislative obligations.
- Whether the City of Joondalup's Delegations of Authority compares favourably with comparative local governments, identifying key differences.
- Whether the City of Joondalup's Delegations of Authority are written and constructed in a manner that might be considered good practice, demonstrated by the way each delegation is applied and the efficiency/effectiveness of decision-making with the delegations in place; and identification of any opportunities for improvement.
- The implications on the City's operations should the City of Joondalup's Delegations of Authority be removed.

A report received from the consultant, addressing the above criteria was presented to the Audit and Risk Committee meeting held on 31 January 2023 (Item 2 refers)**,** together with the combined attachments to the consultant's report, copies of the Cities of Joondalup, Perth, Stirling, Wanneroo and Gosnells Delegations Registers, and copy of the WALGA delegation Register template (Attachment 4 refers).

It is clear from the consultant's report that there is considerable diversity in subjects, approaches and conditions taken by each of the Cities and WALGA. As quoted from the consultant's report, "*the fact that some Cities or WALGA have specific delegations may not of itself be a concern to the City of Joondalup because it may reflect specific circumstances, such as absence of a Local Law on a particular function, or even where there is a Local Law, the absence of a particular function within it may be addressed by a delegation, whereas such an approach may not be necessary at the City of Joondalup*."

The Council last performed its annual review of its delegations at its meeting held on 28 June 2022 (CJ092-06/22 refers) and therefore, a formal review by Council is required. A full review of the Register of Delegation of Authority has been undertaken in 2023 and focused on assessing the suitability and relevance of delegations as well as any new delegations that need to be made.

DETAILS

The 2023 annual review of the *Register of Delegation of Authority* was undertaken to determine:

- the appropriateness of the existing delegations and whether to amend or delete any delegations
- the need for any additional delegations
- consideration of the consultant's recommendation as detailed in Attachment 1 to Report CJ096-06/23.

The proposed amendments reflect the following:

- Amending existing delegations to improve workflow processes and service delivery and as recommended by the consultant.
- Revoking of delegations that are no longer required; being:
  - 1.18 – Opening of Fences.
- Addition of eight new delegations, being:
  - 1.1.25 Control Reserves and Certain Unvested Facilities.
  - 1.1.26 Obstruction of Footpaths and Thoroughfares.
  - 1.1.27 Crossing – Construction, Repair and Removal.
  - 1.1.28 Private Works on, over or under Public Places.
  - 1.1.29 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift.
  - 3.1.7 - Inspection and Copies of Building Records.
  - 3.1.8 - Private Pool Barrier - Alternative and Performance Solutions.
  - 3.1.9 - Smoke Alarms - Alternative Solutions.
- Minor wording and formatting changes.
- Inclusion of hyperlinks to Policy references.
- Inclusion of “Express power to delegate” and Express power or duty to delegate” in line with WALGA template.
- Re-structuring the Register so that delegation from Council to CEO and delegations from CEO to Officers are in separate parts of the document, as recommended by the Consultant.
- Re-numbering of delegations, to allow for the new structure and insertion of new delegations.

Issues and options considered

Council can either:

- accept the proposed amendments to the Register of Delegation of Authority
- Vary the proposed amendments to the Register of Delegation of Authority
  or
- reject the proposed amendments to the Register of Delegation of Authority.

Legislation / Strategic Community Plan / policy implications

Legislation	*Local Government Act 1995 [s. 5.16-5.18, s. 5.42-5.46]*. *Building Act 2011* [s. 127]. *Bush Fires Act 1954* [s. 48]. *Cat Act 2011* [s. 44]. *Dog Act 1976* [s. 10AA]. *Food Act 2008* [s. 118 (2) (b)]. *Graffiti Vandalism Act 2016* [s. 16, 17]. *Planning and Development Act 2005* [s. 214 (2), (3) and (50)]. Clause 82 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.* *Public Health Act 2016* [s. 21].

10-Year Strategic Community Plan

Goal	Leadership.
Outcome	Capable and effective – you have an informed and capable Council backed by a highly skilled workforce.
Policy	Not applicable.

Risk management considerations

Council is required to review its delegations under the *Local Government Act 1995* at least once every financial year and to review its delegations made under clause 82 of schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* every two years. Failure to complete the review would result in non-compliance with its statutory responsibilities under these legislative frameworks.

Financial / budget implications

The provision of consultancy services to provide a report on the review of the City's Delegation of Authority was $16,000 (excluding GST).

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

Where legislation confers a function or power in a "local government" it was generally intended by Parliament to mean Council. However, there are many instances within the Act and other legislation that a function given to a local government is not exercisable, at least on a day-to-day basis by a Council but by the Chief Executive Officer or the local government's administration. The Act itself makes it clear that:

- a Council's role is not to exercise administrative (or management powers) but to exercise broader governance powers (section 2.7 of the Act)
- a Chief Executive Officer has the principal administration or management role of the local government - reflected in the specific statutory function to 'manage the day-to-day operations of the local government (section 5.4(e) of the Act).

In view of this local governments utilise levels of delegated authority to allow the Chief Executive Officer (and other officers) to undertake day-to-day statutory functions, thereby allowing Council to focus on policy development, representation, strategic planning and community leadership.

The use of delegated authority means the large volume of routine work of a local government can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community. The 2023 review has taken into consideration the Consultant's recommendations and resulted in refining delegations to ensure the City's continued ability to maintain high standards of service delivery and improved workflow processes.

VOTING REQUIREMENTS

Absolute Majority.

MOVED Mayor Jacob, SECONDED Cr McLean that Council:

1 ENDORSES the review of its delegations in accordance with sections 5.18 and 5.46 of the *Local Government Act 1995*;

2 NOTES that a full review of the Register of Delegation of Authority was undertaken and consultant's report received on the City of Joondalup's Register of Delegation of Authority and considered by the City's Audit and Risk Committee on the 31 January 2023 (Item 2 refers);

3 BY AN ABSOLUTE MAJORITY ADOPTS the amended Register of Delegation of Authority as provided in Attachment 3 to Report CJ096-06/23.

Cr Thompson left the Chamber at 7.34pm and returned at 7.35pm.

C061-06/23 PROCEDURAL MOTION – THAT THE MOTION BE NOW PUT

MOVED Cr May, SECONDED Cr Hamilton-Prime that the Motion be now PUT as per 10.1(b) of the *Meeting Procedures Local Law 2013*.

The Motion was Put and CARRIED (10/3)

In favour of the Motion: Mayor Jacob, Crs Chester, Hill, Jones, May, McLean, Poliwka, Raftis and Thompson.
Against the Motion: Cr Kingston, Poliwka and Raftis.

The Motion as MOVED Mayor Jacob, SECONDED Cr McLean was Put and CARRIED (10/3)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Logan, May, McLean and Thompson.
Against the Motion: Crs Kingston, Poliwka and Raftis.

Appendix 11 refers

To access this attachment on electronic document, click here: Attach11brf230613.pdf

Disclosures of Interest affecting Impartiality

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ097-06/23 - List of Payments Made During the Month of April 2023.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob does some part-time work for Thomson Geer, he does not work on City of Joondalup matters.

CJ097-06/23 LIST OF PAYMENTS MADE DURING THE MONTH OF APRIL 2023

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services	
FILE NUMBER	09882, 101515	
ATTACHMENTS	Attachment 1	Chief Executive Officer's Delegate Municipal Payment List for the month of April 2023
	Attachment 2	Chief Executive Officer's Delegated Municipal Payment List (Bond Refunds for the month of April 2023
	Attachment 3	Municipal and Trust Fund Vouchers for the month of April 2023
AUTHORITY / DISCRETION	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').	

PURPOSE

For Council to note the list of accounts paid under the Chief Executive Officer's delegated authority during the month of April 2023.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of April 2023, totalling $14,341,598.77.

It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for April 2023 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 forming Attachments 1, 2 and 3 to Report CJ097-06/23, totalling $14,341,598.77.

BACKGROUND

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

DETAILS

The table below summarises the payments drawn on the funds during the month of April 2023. Lists detailing the payments made are appended as Attachments 1 and 2 to Report CJ097-06/23.

The vouchers for the month are appended as Attachment 3 to Report CJ097-06/23.

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques & EFT Payments 112781 - 112805 & EF110116 - EF110121 & EF110134 - EF111081 Net of cancelled payments Vouchers 3508A – 3520A	$8,989,565.52 $5,341,044.49
	Bond Refund Cheques & EFT Payments EF110122 – EF110133 Net of cancelled payments.	$10,988.76
	Total	$14,341.598.77

Issues and Options Considered

There are two options in relation to the list of payments.

Option 1

That Council declines to note the list of payments paid under delegated authority. The list is required to be reported to Council in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, and the payments listed have already been paid under the delegated authority. This option is not recommended.

Option 2

That Council notes the list of payments paid under delegated authority. This option is recommended.

Legislation / Strategic Community Plan / Policy Implications

Legislation The Council has delegated to the Chief Executive Officer the exercise of its authority to make payments from the Municipal and Trust Funds, therefore in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the Chief Executive Officer is prepared each month showing each account paid since the last list was prepared.

10-Year Strategic Community Plan

Key theme Leadership.

Outcome Accountable and financially sustainable - you are provided with a range of City services which are delivered in a financially responsible manner.

Policy Not applicable.

Risk Management Considerations

In accordance with section 6.8 of the *Local Government Act 1995*, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.

Financial / Budget Implications

All expenditure from the Municipal Fund was included in the Annual Budget as adopted or revised by Council.

Regional Significance

Not applicable.

Sustainability Implications

Expenditure has been incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

Consultation

Changes in the treatment of bonds received and repaid, from being held in the Trust Fund to now being reflected in the Municipal Fund, have arisen from a directive by the Office of the Auditor General.

COMMENT

All Municipal Fund expenditure included in the list of payments is incurred in accordance with the City of Joondalup *2022-23 Revised Budget* as adopted by Council at its meeting held on 28 February 2023 (CJ024-02/23 refers) or has been authorised in advance by the Mayor or by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

The Manager Planning Services left the Chamber at 7.45pm.

MOVED Cr Raftis, SECONDED Cr Poliwka that Council NOTES the Chief Executive Officer's list of accounts for April 2023 paid under Delegated Authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* forming Attachments 1, 2 and 3 to Report CJ097-06/23, totalling $14,341,598.77.

The Motion was Put and **CARRIED (12/1)**

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka and Thompson.
Against the Motion: Cr Raftis.

Appendix 12 refers

To access this attachment on electronic document, click here: Attach12brf230613.pdf

CJ098-06/23 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 30 APRIL 2023

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	07882, 101515
ATTACHMENTS	Attachment 1 Financial Activity Statement Attachment 2 Investment Summery Attachment 3 Supporting Commentary
AUTHORITY / DISCRETION	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the Financial Activity Statement for the period ended 30 April 2023.

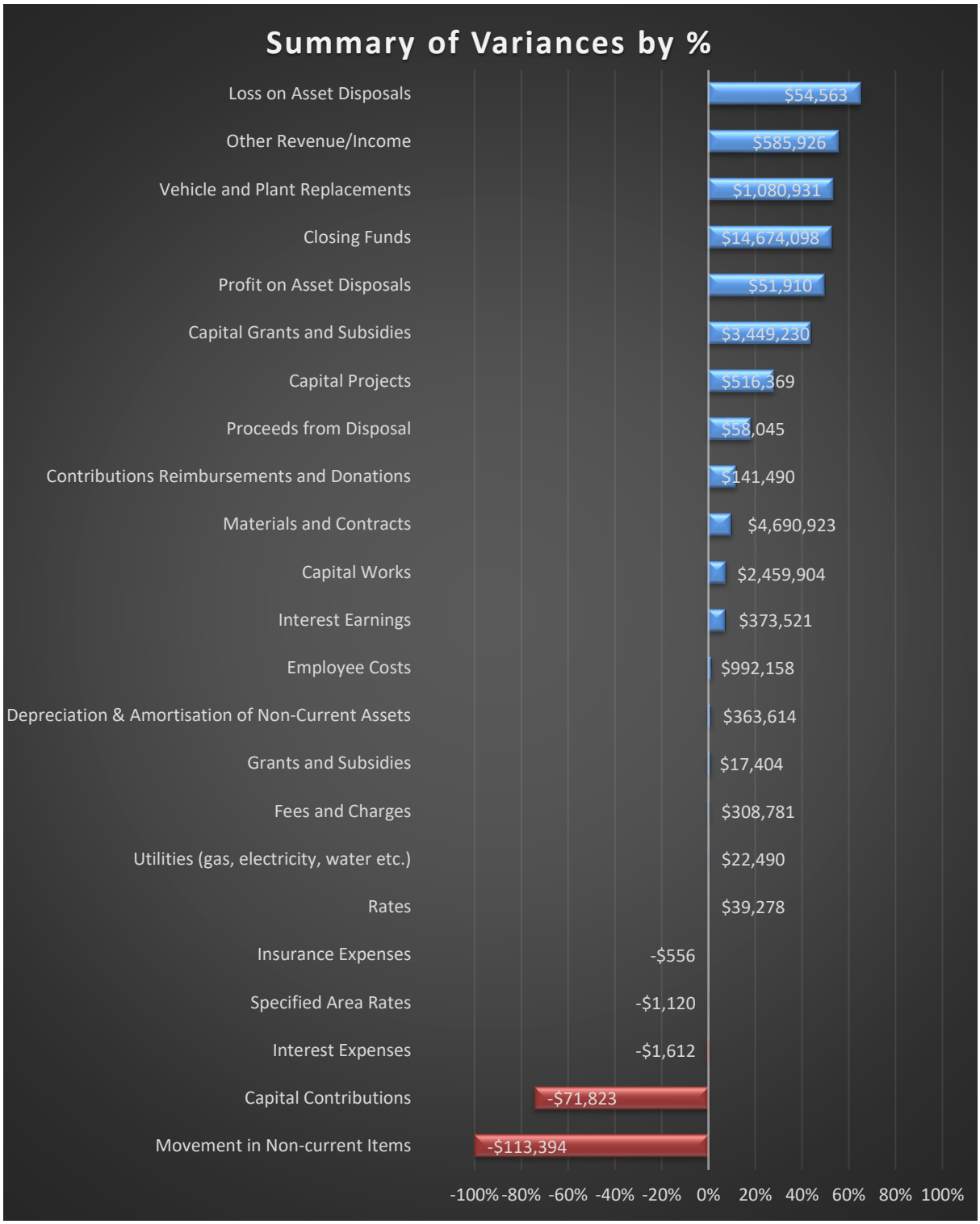
EXECUTIVE SUMMARY

At its meeting held on 28 June 2022 (CJ104-06/22 refers), Council adopted the *2022-23 Annual Budget*. Budget. Council subsequently amended the budget at its meeting held on 16 August 2022 (CJ132-08/22 refers), 20 September 2022 (CJ158-009/22 and CJ161-09/22 refers), 18 October 2022 (CJ178-10/22 and CJ179-10/22 refers) and 13 December 2022 (CJ211-12/22 refers). Council subsequently revised the budget at its meeting held on 28 February 2023 (CJ024-02/23). The figures in this report are compared to the revised budget.

The April 2023 Financial Activity Statement Report shows an overall favourable variance of $14,674,098 from operations and capital, after adjusting for non-cash items.

There are a number of factors influencing the favourable variance, but it is predominantly due to timing of revenue and expenditure compared to the budget estimate in April. The notes in Attachment 3 identify and provide commentary on the individual key material revenue and expenditure variances to date.

The key elements of the variance are summarised below:

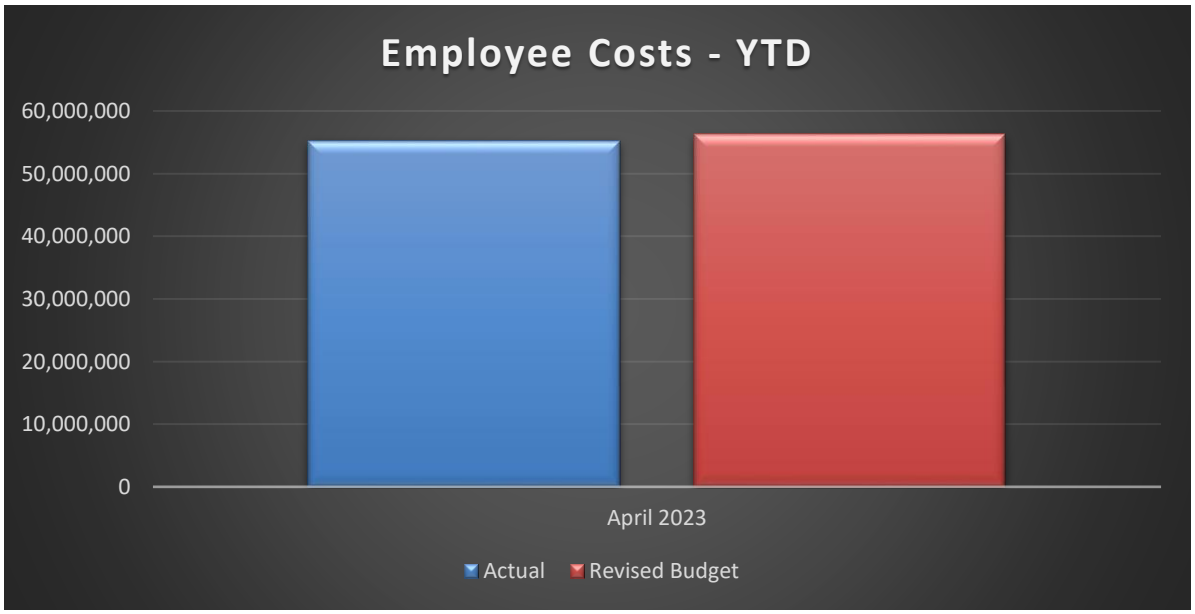


The significant variances for April were:

Materials and Contracts **$4,690,923**

Materials and Contracts expenditure is $4,690,923 below budget. This is spread across a number of different areas including External Service Expenses $2,176,457, Professional Fees and Costs $874,126, Public Relations, Advertising and Promotions $363,201, Furniture, Equipment and Artworks $307,961, Contributions and Donations $257,628, Administration $150,002 and Other Materials $142,279.

Employee Costs **$992,158**



Employee Costs expenditure is $992,158 below budget. Favourable variances predominantly arose from vacancies in various areas.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 30 April 2023 forming Attachment 1 to Report CJ098-06/23.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996* requires a monthly Financial Activity Statement. At its meeting held on 11 October 2005 (CJ211-10/05 refers), Council approved to accept the monthly Financial Activity Statement according to nature and type classification.

DETAILS

Issues and options considered

The Financial Activity Statement for the period ended 30 April 2023 is appended as Attachment 1.

Legislation / Strategic Community Plan / Policy implications

Legislation Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed.

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

10-Year Strategic Community Plan

Key theme Leadership.

Outcome Accountable and financially sustainable - you are provided with a range of City services which are delivered in a financially responsible manner.

Risk management considerations

In accordance with section 6.8 of the *Local Government Act 1995*, a local government is not to incur expenditure from its municipal funds for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.

Financial / budget implications

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

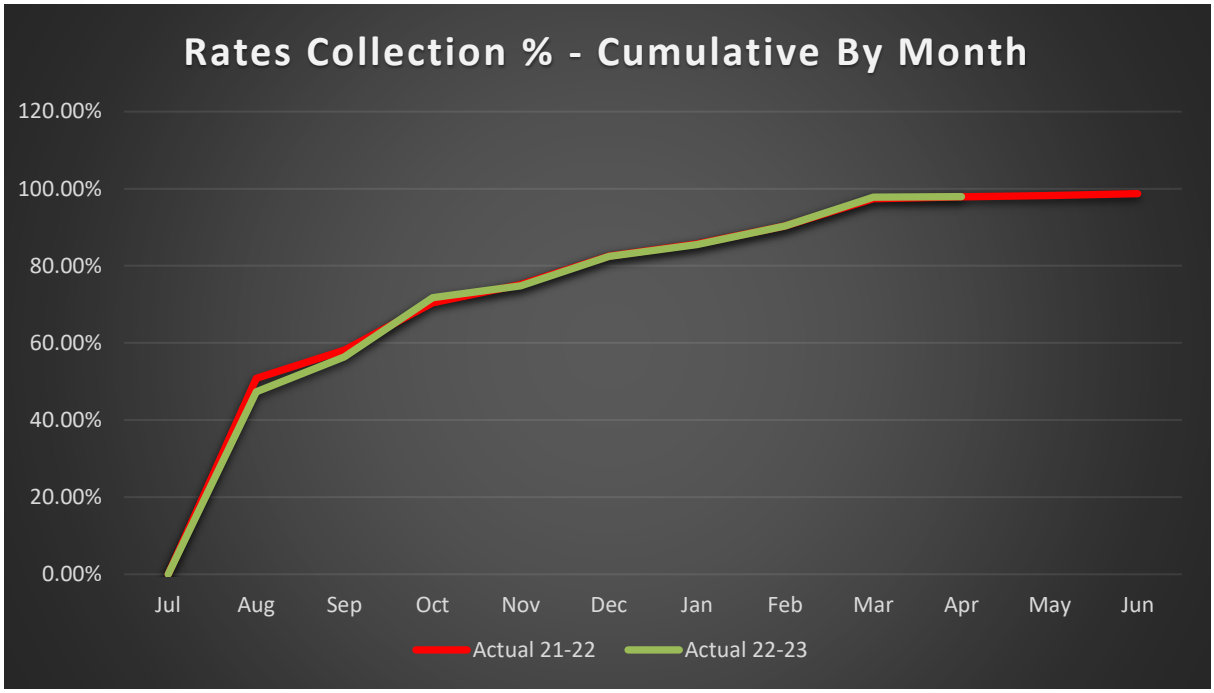
Expenditure has been incurred in accordance with revised budget parameters, which have been structured on financial viability and sustainability principles.

Consultation

In accordance with section 6.2 of the *Local Government Act 1995*, the *Annual Budget* was prepared having regard to the Strategic Financial Plan, prepared under Section 5.56 of the *Local Government Act 1995.* The Mid Year Review Budget was prepared in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996.*

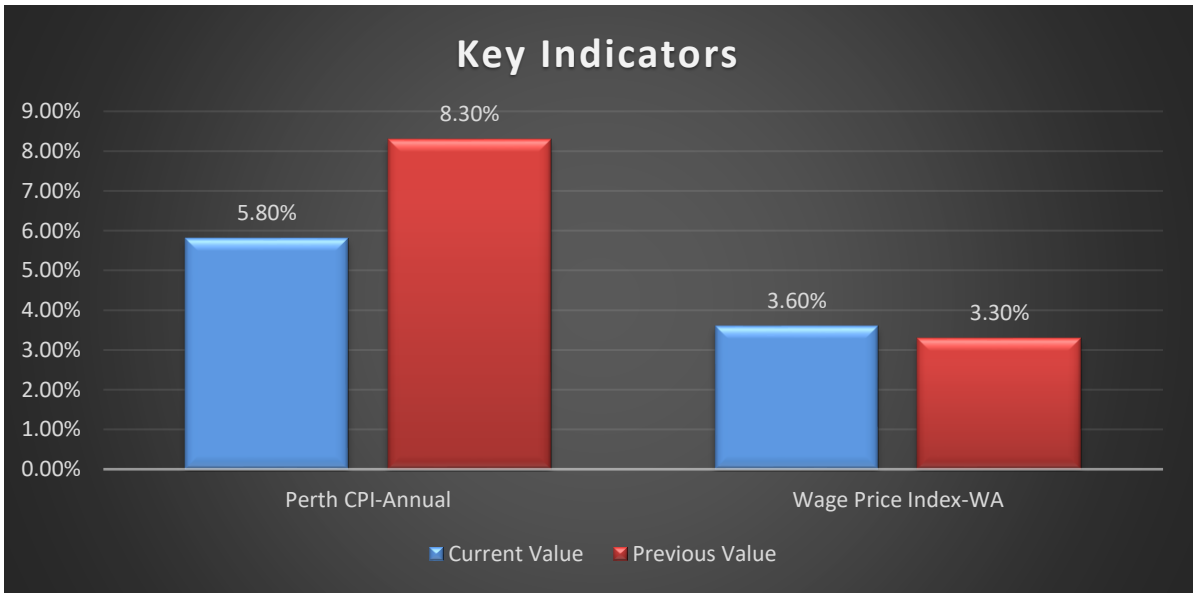
KEY INDICATORS

Rates Collection



Rates collections as a percentage of rates issued (debtors) is on par with the prior year at the end of April.

Economic Indicators



During April, the CPI for Q1 2023 was released. Perth saw the smallest rates of CPI inflation, both in quarterly and annual terms (0.9% and 5.8%, respectively). The inflation figures for Q1 indicates that price growth may have started to decelerate slightly.

COMMENT

All expenditure included in the Financial Activity Statement is incurred in accordance with the provisions of the 2022-23 revised budget or has been authorised in advance by Council where applicable.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Raftis, SECONDED Cr Poliwka that Council NOTES the Financial Activity Statement for the period ended 30 April 2023 forming Attachment 1 to Report CJ098-06/23.

The Motion was Put and **CARRIED (13/0)**

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Appendix 13 refers

To access this attachment on electronic document, click here: Attach13brf230613.pdf

Disclosures of Interest affecting Impartiality

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob is a patrolling member at the Mullaloo Sorrento Surf Life Club and he is Vice Patron of the Sorrento Surf Life Saving Club (and Surf Life Saving WA).

Name / Position	**Cr Christine Hamilton-Prime, JP.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Hamilton-Prime is a Vice Patron of the surf club, her husband is the club doctor and the club is known to her.

Name / Position	**Cr Russell Poliwka.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Poliwka is a past patron and Executive Members are known to him.

Name / Position	**Cr Russ Fishwick, JP.**
Item No. / Subject	CJ099-06/23 - Sorrento Surf Life Saving Club Redevelopment Project - Concept Design Update.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Fishwick is a patron of the Sorrento Surf Life Saving Club and a Senior Assessor for Surf Life Saving WA.

CJ099-06/23 SORRENTO SURF LIFE SAVING CLUB REDEVELOPMENT PROJECT - CONCEPT DESIGN UPDATE

WARD	South-West	
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services	
FILE NUMBER	05071, 101515	
ATTACHMENTS	Attachment 1	Sorrento Surf Life Saving Club - Aerial map
	Attachment 2	Sorrento Surf Life Saving Club concept design – Option One (previous design with combined surf club and commercial space)
	Attachment 3	Sorrento Surf Life Saving Club concept design – Option A (amended design with combined surf club and commercial space)
	Attachment 4	Sorrento Surf Life Saving Club concept design – Option B (amended design with northern toilets retained and separate surf club and commercial space)
	Attachment 5	Sorrento Surf Life Saving Club concept design – Option C (amended design with public beachside plaza, separate surf club and commercial space)
	Attachment 6	Sorrento Surf Life Saving Club concept design options – Comparison of room / area sizes
	Attachment 7	Sorrento Surf Life Saving Club cost estimates
	Attachment 8	Sorrento Surf Life Saving Club concept design options – Advantages and disadvantages
	Attachment 9	Sorrento Surf Life Saving Club cost estimates – all design options
	Attachment 10	Sorrento Surf Life Saving Club – Key cost estimate variances
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to consider additional information that has been able to be obtained following the Council meeting on 28 June 2022. In particular, the information relates to amended concept designs and revised costings. Following consideration of the additional information, a concept design for the Sorrento Surf Life Saving Club redevelopment will be progressed to the community engagement stage and then detailed design.

EXECUTIVE SUMMARY

The existing Sorrento Surf Life Saving Club (SSLSC) facility is located on West Coast Drive, Sorrento and is leased to the SSLSC. The facility consists of a hall; courtyard; boat sheds; kiosk; first aid room; patrol workshop; gymnasium; office; board room; training room; internal toilets and change rooms; storage areas; kitchen; bar; public toilets and change rooms.

The City has been working with the SSLSC for a number of years on a potential refurbishment / redevelopment of their facility. At its meeting held on 28 June 2022 (CJ096-06/22 refers), Council considered a series of investigative studies; three schematic (concept) design options (Options One to Three) and cost estimates; a Club project review report; and the City's business case. Council approved a redevelopment concept design (Option One) at a project cost of $14 million and agreed for community engagement and detailed design to be undertaken.

While the Option One concept design included the key components required for the SSLSC, the City and the community, there were potential improvements to the design that could be made to improve amenity and safety, and reduce costs.

Therefore, prior to the commencement of the next stage of design the City has undertaken a review of the Option One concept plan in consultation with the club. This review has sought to improve on the Option One design to provide the community and club with additional amenity, improved functionality, and to meet the club's current and future requirements, keeping within the approved project budget of $14 million. As a result, the City has developed three amended concept designs (Options A, B and C) and updated cost estimates.

Option A is similar to the previous Option One design with the club areas and commercial space combined in the one building and the public amenities relocated to the southern end of the building. Option B has retained the existing northern toilet block and includes separate buildings for the club areas and commercial space. Option C has the club areas and commercial space separated by a covered public beachside plaza area and includes a fly-over vehicle bridge with pedestrian access bridge from the beach. In all three options, the new facility has been located further north on the site, in an area of public open space currently used for passive recreation.

The updated cost estimates show that the total project cost for Option B is estimated at $13,457,800 (within the indicative budget of $14 million). Option A is estimated at $14,182,100 (over-budget by $182,100) and Option C is estimated at $14,921,000 (over-budget by $921,000).

At its meeting held on 23 May 2023 (CJ075-05/23 refers) Council considered a report on the amended concept design options and updated cost estimates and agreed to defer the report until the June 2023 Council meeting.

This report presents information on the review of the Option One concept design, amended concept design options and updated cost estimates.

It is therefore recommended that Council:

1 NOTES the additional Options and updated costings provided within Report CJ099-06/23;

2 REAFFIRMS its decision of 28 June 2022 (CJ096-22/06 refers) to progress Option One to community engagement and detailed design.

BACKGROUND

Suburb/Location		189 (Lot 301) West Coast Drive, Sorrento WA 6020 and 199 (Lot 300) West Coast Drive, Sorrento WA 6020.
Applicant		City of Joondalup.
Owner		Crown Land - Management Order City of Joondalup.
Zoning	**LPS**	Parks and Recreation.
	MRS	Parks and Recreation.
Site area		27,029m^2.
Structure plan		Not applicable.

The existing SSLSC facility is located on West Coast Drive, Sorrento and is leased to the SSLSC (Attachment 1 refers). The facility consists of a hall; courtyard; boat sheds; kiosk; first aid room; patrol workshop; gymnasium; office; board room; training room; internal toilets and change rooms; storage areas; kitchen; bar; public toilets and change rooms.

The SSLSC is one of the largest sporting clubs in the City of Joondalup with over 2,200 members and is a dedicated volunteer organisation providing services to the community including beach patrols (at Sorrento Beach and Hillarys Boat Harbour); lifesaving services; surf skills training and competition; beach safety education; and first aid.

The City had been working with the SSLSC for a number of years on a potential refurbishment/redevelopment of their facility. At its meeting held on 28 June 2022 (CJ096-06/22 refers), Council considered a series of investigative studies; three schematic (concept) design options and cost estimates; a Club project review report; and the City's business case.

A number of options were presented to the Ordinary Council meeting held on 28 June 2022 (CJ096-06/22 refers). The officer's recommendation to the Council was to proceed with Option 3 for a project cost estimate of $18,054,500. At that meeting, Council subsequently resolved as follows:

"1 APPROVES the proposed Sorrento Surf Life Saving Club Redevelopment project including demolition, site works and services, construction of new clubroom and associated storage facilities, artwork, reconfigured car park and commercial element as detailed in Option 1 of Report CJ096-06/22;

2 REQUESTS the following amounts be listed for consideration in the following budgets for the Sorrento Surf Life Saving Club Redevelopment project, subject to external funding from the State Government of Western Australia of $8,000,000 and the Sorrento Surf Life Saving Club Inc of $1,000,000:

2.1 $814,000 for 2022-23;

2.2 $3,519,800 for 2023-24;

2.3 $6,904,000 for 2024-25;

2.4 $2,762,200 for 2025-26;

3 NOTES that the amount of $814,000 listed for consideration in the 2022-23 budget for the Sorrento Surf Life Saving Club Redevelopment project (Option 1) is to undertake community engagement and detailed design;

4 REQUESTS the Chief Executive Officer to arrange community engagement on the proposed Sorrento Surf Life Saving Club Redevelopment project prior to undertaking detailed design."

The reason provided by Council from diverting from the recommendation by the City was to produce a development that is suitable for the purpose but is equitable in its cost for the ratepayers in Joondalup and will produce a better outcome for all.

At its meeting held on 23 May 2023 (CJ075-05/23 refers) Council considered a report on the amended concept design options and updated cost estimates and agreed to defer the report until the June 2023 Council meeting.

DETAILS

While the Option One concept design included the key components required for the SSLSC, the City and the community, there were concerns with the design and layout that could be improved. The City also identified improvements that could be made to the design to improve public amenity and safety, and reduce costs.

Therefore, prior to the commencement of the next stage of design the City has undertaken a review of the Option One concept plan in consultation with the club. This review has sought to improve upon the Option One design to provide the club and community with additional amenity, improved functionality, and to meet the clubs current and future requirements, keeping within the approved project budget of $14 million.

The following sections detail the review of the Option One concept design, the amended concept designs and updated cost estimates.

Review of Option One design

Design improvements

The Option One concept was initially designed and costed to inform a future capital works program when the City was able to fully fund the project. This design was not intended to be the final design for the new building as it was prepared as a concept, and while it is fit for purpose, there are improvements that could be made.

As a result, a number of improvements were identified to resolve the design challenges of Option One. These include the following:

- The major concern for the club is the distance from the location of the building to the main patrolled beach to the north. The Option One tower is approximately 30 - 35 metres further south than the Option A, B and C tower, which will cause operational issues for the club, particularly for patrols, movement of equipment and activities with members.
- The location proposed in the Option One design (two-storey building to West Coast Drive) resulted in the new building being situated in front of residential properties on West Coast Drive. This could impact local residents is a potential risk to community support.
- The two-storey design of the Option One building resulted in the surf club and commercial space sharing a common lift and foyer area. This design feature was not preferred by the club due to potential conflicts between customers and members, security concerns and issues with tenure arrangements.
- The distance of the new building to the beach in Option One would have resulted in a greater portion of the dune system being impacted in order to provide beach access.
- The orientation of the beach access points would lead to sand / wind movements on paths and vehicle access points.

- The location of the Option One building was proposed across different lot boundaries which was not preferred by the City because of the differing vesting order conditions.
- The design of the car park lacked a safe pedestrian accessway (footpath) from West Coast Drive through the car park to the beach, as well as a loading / service area for service, maintenance and waste vehicles, and a drop-off area for buses or special event vehicles.
- The layout of the new car parking bays in Option One followed the existing car parking layout which only has 5.4 metre wide aisles that are only suitable for one-way traffic. The updated designs have allowed for 6.6 metre wide two-way aisles.
- The internal layout of the Option One building posed specific issues including the following:
    - The adjoining wall between the dining area of the commercial space and the club training room.
    - The location of the training room / clubroom store and size / shape of the adjacent passage.
    - The separation of the club administration area, merchandise store and other rooms across various levels of the building.
    - The irregular shape of the clubroom and training room.
    - The lack of wheelchair access to the tower.
    - The misalignment of the building footprints of the upper and lower levels.
    - The lack of additional user group storage.
    - The excessive amount of foyer / lobby / circulation space.
    - The lack of bin store for the club kitchen.

Facility location

The main considerations of the facility location in the Option One concept include the following:

- In the earlier design options, the City had considered alternative locations for the new facility including on the existing building footprint, and further north on the site closer to Hillarys Boat Harbour. Both locations were dismissed as they did not ideally suit SSLSC's operations.
- If the new facility was to be built on the existing buildings footprint, temporary facilities would need to be provided for the SSLSC and community while the new facility is under construction. Due to the size of the club and the complexity of their operations, it would be difficult for the SSLSC to run training, programs and events using temporary facilities. It would also be costly for the City to provide these facilities over an estimated 12 to 18 month construction period.
- The location selected for the Option One design resulted in the new building being a two-storey facility to West Coast Drive and was located in front of residential properties. Storage of SSLSC equipment and vehicles was also located further from the beach in this design option.
- Due to the existing site levels in the location where Option One was proposed, this area would require substantial earthworks, plus additional stairs and ramps, in order to have the building present as a single-storey building to West Coast Drive in order to mitigate the risk of adverse comments from residents to the east.

Room / area sizes

As part of this design review stage, the SSLSC reviewed their previous requirements and provided the City with updated information on their preferred room / area sizes. A summary of the changes that have been proposed to the surf club rooms / areas in the amended concept design options, in comparison to Option One, include the following:

- Gym increased from 120m^2 to 140m^2 to improve functionality and meet requirements for additional members.
- Administration areas increased from 100m^2 to 108m^2 - 118m^2 to improve functionality.

- Surf club store for boats, skis, boards and gear increased from 570m^2 to approximately 640m^2 to improve functionality and meet requirements for additional members.
- General store added (25m^2) to meet club requirements.
- Kitchen / bar / dry kitchen store increased from 80m^2 to 90m^2 to meet club requirements.
- Outdoor deck area increased from 140m^2 to approximately 145m^2 due to other design changes.
- Toilets increased from 50m^2 to 64m^2 to meet health requirements due other design changes.
- Tower increased from 14m^2 to 26m^2 to meet club requirements and provide universal access from the upper level of the facility to the tower.
- Change rooms; kiosk; bin store; training room; furniture store; and cleaners room reduced in size to reduce costs.

Further additional dune remediation works have been proposed to compensate for the estimated loss of native vegetation. A reduction in total area of commercial space has also been proposed to reduce costs, in line with recommendations from the Retail Needs Assessment.

<u>Amended concept designs</u>

Facility location

The amended concept design options show the new facility being located further north on the site, in an area of public open space currently used for passive recreation (Attachment 3 to 5 refers). The main considerations of the proposed facility location of the amended options includes the following:

- The existing site levels in the proposed new location are used to the advantage of the amended designs as the lower level can be built into the dunes. The facility then presents as a single-storey building on West Coast Drive, minimising visual impact on residents.
- The new facility is proposed to be located central to the beach groyne to allow viewing and access to both the northern and southern patrol beaches for SSLSC members. This is the SSLSC's preferred location for their day to day operations.
- With the demolition of the existing building and location of the new facility in the proposed location, additional car parking bays are achievable.
- In the proposed new location, the facility is largely located in front of the Sacred Heart College sporting fields and access road, and away from private residents on West Coast Drive.
- In the proposed location, the development has an impact on the existing dunes and public open space. However, this is the case in all locations other than locating the new facility within the footprint of the existing building / the existing car park.
- Moving the new facility slightly north provides the club with greater functionality, particularly providing closer access to the clubs patrolled north beach.

Facility designs

The City has developed three amended concept designs – Option A, B and C. All rooms / areas / features from Option One have been incorporated into the updated designs (Attachment 6 refers). The service lift for the commercial space was the only item from the Option One design that was not included as the commercial space is on the same level as the car park in the updated designs.

The City has also considered the budget implications when developing the new options to keep within the budget of $14 million as far as possible.

The key features and advantages of each of the designs, in comparison to Option One, are detailed in following sections.

Option A

The key features of Option A include the following:

- Combined club and commercial double-storey building.
- Club facilities are in the northern portion of the building.
- Club storage, change rooms and gym are located on the lower level.
- Vehicle access to lower level is from the southern car park.
- Commercial space and public amenities are in the southern portion of the building.

The advantages of Option A include the following:

- Building is relocated further north on the site (compared to the Option One design) to provide the club with direct access to the beach from the lower-level storage areas, gym and change rooms.
- New building is not located across lot boundaries.
- Public amenities are relocated to the southern end of the building and accessible from the upper level of the new building, at grade with the car park.
- Separate entrances for the surf club and the commercial space.
- Existing ground levels are retained in the southern car park.
- Vehicle access to the lower level is from the southern car park.
- Additional car parking provided (45 bays).

Option B

The key features of Option B include the following:

- Separate club building and commercial building (including public amenities).
- Existing northern toilet block retained, and reduced provision of new public amenities.
- Commercial space and new public amenities located away from the club building to the south of the existing northern toilet block.
- Club gym is located on the upper level of the new building.
- Existing ground levels are retained in the southern car park.
- Vehicle access to the lower level is from the northern car park.
- Additional car parking provided (23 bays).

The advantages of Option B include the following:

- Club building is relocated further north on the site to provide the club with direct access to the beach from the lower-level storage areas and change rooms.
- Commercial space is located away from club building.
- Increased exposure of the club gym on the upper level.
- Potential for construction to be staged.

Option C

The key features of Option C include the following:

- Separate club building and commercial building (including public amenities).
- Covered public beachside plaza between the club building and commercial space.
- Reduced fly-over vehicle bridge (compared to the Option Three design) with pedestrian access bridge from the beach.
- Existing ground levels are retained in the southern car park.

- Public amenities are relocated to the southern end of the building and accessible from the existing car park level.
- Vehicle access to the lower level is from the southern car park (beneath the pedestrian access bridge).
- Additional car parking provided (45 bays).

The advantages of Option C include the following:

- Club building is relocated further north on the site to provide the club with direct access to the beach from the lower-level storage areas, gym and change rooms.
- New buildings are not located across lot boundaries.
- Provides a public beachside plaza area between the buildings.
- Reduced risk of vehicle / pedestrian conflict.

Overall, the amended concept design options have resulted in an increase in the surf club room / area of 95m^2 (Option A), 120m^2 (Option B), and 119m^2 (Option C). There have been no changes proposed to the sizes of the clubroom; Inflatable Rescue Boat (IRB) store; repair room; and first aid room. As the detailed designs are progressed in the next stage of the project, the lobby, foyer and circulation spaces will continue to be reviewed.

There is a reduction in the overall number of new car parking bays in Option B (23) due to the new commercial space and public amenities being located further south on the site and the northern toilet block being retained.

The design of the area between the northern public open space to the hard-stand area in front of the club gym, kiosk and storage areas in Options A to C includes a gradual, sloped grass area. This is to allow pedestrians and maintenance vehicles to move between the spaces easily.

To increase safety and public amenity, there have been improvements made in the updated designs to provide wider footpaths in the area between the car park and new building, plus the inclusion of additional public open space.

Cost estimates

The previous cost estimates for Option One were completed in December 2021 and were based on high-level, square-metre rates for the different rooms / components.

The City has developed updated cost estimates for each of the amended concept design options including Option One, for comparison (Attachment 7 refers). The updated cost estimates have been based on more detailed information / plans and have been updated with current building rates from January 2023. The hire of temporary facilities (toilets and change rooms) has been included within Options One, A and C to ensure the public have access to facilities during construction. An allowance for costs associated with lot boundary amendments has been included within all options.

The following table outlines the estimates for the key components of each option:

Component	Option One	Option A	Option B	Option C
Demolition / site preparation	$476,800	$362,100	$295,600	$318,800
Club areas	$7,367,400	$7,712,900	$8,080,200	$8,114,100
Public amenities	$1,032,400	$1,346,200	$790,000	$1,380,800
Commercial area	$2,242,200	$1,544,400	$1,553,700	$1,426,100
Car parking works	$1,463,900	$695,000	$464,400	$682,200
Landscaping and dune remediation works	$269,800	$237,200	$189,000	$243,600

Component	Option One	Option A	Option B	Option C
External works (paving; footpaths; retaining walls; beach access etc)	$914,300	$964,400	$897,800	$1,352,400
Fly over vehicle bridge	N/A	N/A	N/A	$184,400
Provisional sums	$1,203,400	$1,190,200	$1,063,700	$1,081,300
Artwork (1% of construction cost)	$138,500	$129,700	$123,400	$137,300
Total Project Cost	**$15,108,700**	**$14,182,100**	**$13,457,800**	**$14,921,000**

The estimates outlined in the table include preliminaries, design contingencies, building contingencies, professional fees and approval fees. The following items have been excluded from the cost estimates:

- Demolition of and / or excavation in contaminated materials.
- Fit-out to commercial areas and club gymnasium.
- Traffic improvements to West Coast Drive.
- Escalation.
- GST.

Option B includes the retention of the northern toilet block. If the City were to demolish these facilities as part of this design option and instead provide all new public amenities (as proposed in Option A and C), this would add approximately $590,000 to the total project cost for Option B.

Option One, as adopted by Council, includes the demolition and construction of the entire car park to the south of the existing club. As part of the design review stage, Options A, B and C were proposed to include partial demolition and construction for the areas where new car parking bays are created. If the demolition and construction of the entire car park was added to the updated designs, this would cost an additional $1,123,000 (Option A), $1,154,800 (Option B) or $1,168,200 (Option C). For comparison, if the demolition and construction of the entire car park was removed from the Option One design and only partial works to the car park were included (similar to the amended options), this would reduce the cost by approximately $800,000.

The updated cost estimates show that Option B is within the indicative budget of $14 million. Option A is over-budget by $182,100 and Option C is over-budget by $921,000. The City is not seeking to increase the project budget.

Applying current construction rates to the Option One design and including the same inclusions / exclusions as the amended concept design options A to C, has resulted in this design option now being estimated at $15,108,700 ($1,108,700 over the $14 million approved budget).

Attachment 9 includes the costings for the amended options plus the previous Options Two and Three. These options have not been re-costed as part of this design stage and therefore are based on the previous cost estimates from December 2021.

Variances in costings from the updated designs to Option One are related to information (at the time) not being as developed as the Option A, B and C plans. Additional information on the key cost estimate variances is detailed in Attachment 10.

Issues and options considered

The next stage of the project is to undertake community engagement and appoint an architect to develop the detailed designs. The City can only progress one of the concept design options to this stage.

The updated cost estimates have shown that Option B is within budget. This is one of the club's preferred designs due to it offering the greatest separation between the club areas and the commercial space. This option requires the retention of the existing northern toilet block however, which will require additional refurbishment works or full replacement in future years. These costs are estimated at an additional $590,000 and the provision of new public amenities in the other design options will provide improved facilities for the community. Vehicle access to the lower level is from the northern car park in this design and surf club vehicles will occasionally tow boat trailers to and from the lower level of the surf club storage areas. It is anticipated that this access ramp may be challenging to manoeuvre for members and visitors to the site and as a result, traffic may be impacted on West Coast Drive in this design option.

Option C is over-budget by $921,000 (or approximately 7%). This is one of the club's preferred designs due to it offering a clear separation between the club areas and the commercial space and it provides a new public beachside plaza. This design also provides improved public amenity including new toilets and change rooms, an increase of 45 additional car parking bays and the facility is not located in front of residential properties. Vehicle access to the lower levels is via the southern car park in this design option and this is preferred. It is possible that there may be some further cost savings identified in the next stage of detailed design to bring the costings within budget.
Option A is over-budget by $182,100 and is not supported by the SSLSC as the club areas and commercial space are combined in the one building.

The advantages and disadvantages of the three new options are outlined in Attachment 8 to Report CJ099-06/23.

Legislation / Strategic Community Plan / Policy implications

Legislation Not applicable.

10-Year Strategic Community Plan

Key theme Place.

Outcome Functional and accessible - you have access to quality community facilities that are functional and adaptable.

Policy *Requests for New or Capital Upgrades to Existing Community Venues Policy*.
Public Art Policy.
Asset Management Policy.

Risk management considerations

Any capital project brings risks in relation to contingencies and over runs against original design. The capital cost estimate is based on concept designs and may differ once further detailed designs are undertaken for the project.

Financial / budget implications

The financial analysis for the project was included in the report considered by Council at its meeting held on 28 June 2022 (CJ096-06/22 refers).

The commercial areas for the three amended design options are smaller than the commercial areas in the previous design options, however this does not result in a material impact to the key financial objective of the project, the recurring financial impacts. The estimated new commercial income is sufficient to cover the additional operating expenses and depreciation from the proposed larger building.

Each of the three amended options would still provide a financial benefit of at least $100,000 per year to the City, when compared to the baseline. The benefit of $100,000 per year is calculated as the annual operating cost inclusive of operating expenses, new income, depreciation and compares to the baseline.

The Retail Needs Assessment (RNA) discussed the potential lease fees (income) from the commercial space and was included in the June 2022 Council report (CJ096-06/22 refers). The RNA included an estimate of the potential lease fee for the commercial space. The RNA was not able to provide an exact lease fee for different design options. This lease fee of $347/m^2 was included in the City's Business Case and considered to be fairly modest. This report is less than 12 months old and therefore these figures are considered current and do not require updating at this stage of the project.

The RNA had assessed the suitability of two designs (Option One and Option Two) and supported the club and commercial facilities being separate, however could not comment on the exact rental income for each design option at this stage of the project. Based on the advice from the RNA (noting the stage the project is at), Option B or C would provide a better commercial income than Option A.
The updated cost estimates show that Option B is within the indicative budget of $14 million. Option A is over-budget by $182,100 and Option C is over-budget by $921,000. The City is not seeking to increase the project budget. This is due to the project soon to progress into the detailed design stage where costs will continue to be refined and revised prior to advertising for construction tender.

The State Government has agreed to fund $8 million and the SSLSC has agreed to fund $1 million towards the redevelopment of the SSLSC facility. The grant funding agreement has been executed by the City and the State. The City is waiting final written confirmation from the Club for its contribution.

All amounts quoted in this report are exclusive of GST and escalation.

Regional significance

Not applicable.

Sustainability implications

Environmental

All facility redevelopment projects are planned to reduce the impact of the carbon footprint and consider environmental sustainability design features where possible within the project budget. The City will seek to replant existing mature trees within the site, should they need to be relocated. There is an impact on the existing public open space to the north of the existing buildings in each of the amended concept design options. An allowance has been included in the cost estimates for dune remediation works as there will be a requirement to remove native vegetation between the new building and the beach, subject to approvals.

Social

The proposed redevelopment will consider access and inclusion principles and aim to enhance the amenity of the public space. One of the main challenges with the site is the contour / level changes which may create issues with access from the existing car parks to the new building, and compliance with access and inclusion requirements. To address this, vehicle ramps and / or accessible pedestrian pathways have been included in the concept designs.

New public amenities are included in all concept design options. These new facilities will provide the public with accessible toilets, change rooms and showers. A new Changing Places facility has also been included to replace the existing facility in all options except for Option B, as the existing northern toilet block is retained in this option.

Consultation

Consultation has been undertaken with the SSLSC on the amended concept designs. In order of priority, the club's preferred designs are Option B, followed by Option C. The club does not support Option One or Option A.

Option B is supported as it has the greatest separation between the club areas and the commercial space. The club also prefer this design as the access ramp to the lower level is from the northern car park and is in closer proximity to the beach than the other design options.

The SSLSC can support Option C as it provides separation between the club areas and commercial space.

Option A is not supported by the SSLSC as the club areas and commercial space are combined in the one building. The club believe that this may create confusion and conflict with members / customers, generate noise complaints and increase issues with lease management (such as building maintenance). The club also host a number of junior events in the evening throughout the year. To support these events occurring safely, the club would prefer to separate their junior members and families from the commercial space (with a potential liquor licence) to reduce the risk of any alcohol-related incidents.

The City will undertake community engagement on the preferred concept design option prior to commencing detailed design. As the City has already undertaken a series of investigative studies; numerous concept design options and cost estimates; a Club project review report; a business case; and secured Council and external funding commitments, the purpose of community engagement at this stage of the project is to inform local residents and community members of the concept design and project future progress. Information including the preferred concept design will be distributed via a letter to residents, the City's website and signage on site. This is planned to be undertaken in mid 2023.

COMMENT

With a capital project of the nature and complexity as the redevelopment of the Sorrento Surf Life Saving Club, it is accepted practice that concept design will be reviewed and evolve over time to arrive at the final design.

The next stage of the project is to undertake community engagement and appoint an architect to develop the detailed designs. The City can only progress one of the concept design options to this stage.

Following the 28 June 2022 Council meeting and based on comments and feedback provided at the meeting, further information was able to be obtained. The additional information provides options that were not available to the Council when it made its decision in June 2022.

These additional options are attached to this report and are referred to as Options A, B and C. The additional options largely meet the objectives of Option One and provide additional functionality.

The SSLSC have been asked for feedback on the additional options and have indicated that Option B is their preference, however they are also in a position to support Option C.

If Council were to consider Option A, B or C as attached as the preferred option, the Council decision of 28 June 2022 would need to be amended. Such an amendment would be a significant change and appropriate governance and procedural processes would need to be followed.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council:

1 NOTES the additional Options and updated costings provided within Report CJ099-06/23;

2 REAFFIRMS its decision of 28 June 2022 (CJ096-06/22 refers) to progress Option One to community engagement and detailed design.

CALL FOR ONE-THIRD SUPPORT

In accordance with regulation 10 of the *Local Government (Administration) Regulations 1996*, one-third support of the number of offices of members of the Council was given by the following Elected Members:

1 Cr Fishwick.
2 Cr Hamilton-Prime.
3 Cr Jones.
4 Cr McLean.
5 Cr Thompson.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council:

1 NOTES the information detailed within report CJ099-06/23 relating to the alternate concept design Options A, B and C for the redevelopment of the Sorrento Surf Life Saving Club facility;

2 BY AN ABSOLUTE MAJORITY AMENDS part (1) of its decision of 28 June 2022 (CJ096-06/22 refers) by requesting the Chief Executive Officer develops a modified concept design as shown as Option 1 as part of report CJ096-06/22, by including the following design parameters:

2.1 That the designs include new surf club facilities, a commercial space and public amenities;

2.2 That the building envelope for the surf club facilities be located between the existing northern and southern car parks, while being located as close to the beach as possible;

2.3 The surf club facilities present as a single storey development to West Coast Drive, at a similar bulk and scale to the existing surf club facility, with the surf club storage areas located in an under croft area with direct beach access to enable more responsive beach patrol services, with access to the storage areas via the existing southern car park;

2.4 That there be separation of the surf club facilities, the commercial space and the public amenities in order to minimise any competing interests and amenity;

2.5 That the amended design replicates the same provision of public amenities (or better) that exist on site currently while exploring alternate locations to provide public amenities including provisions to the north between the existing surf club facilities and the Hillarys Boat Harbour;

2.6 That the project will include the possibility of the construction being staged, with the surf club facilities and public amenities as stage one and the commercial space as stage two;

2.7 Where possible, that remaining remnant dune areas be of a sufficient contiguous scale to support revegetation (such as remove the underutilised middle dune access path and create new access path in proximity to the groyne focused on pedestrians and movement of surf club equipment);

2.8 Construct the southern car park post demolition of the existing surf club to ensure multiple drop off locations to the club and promote a better balance between use of the northern and southern car parks. Extent of southern car park works to be limited to the area where the existing surf club is located;

2.9 That there be a clear north / south pedestrian flow through the redevelopment site and resolution of bike paths to direct bikes and other wheeled apparatus such as e-scooters away from club operational areas and heavy pedestrian loads, while ensuring adequate beach access and minimising conflict for the surf club;

3 REQUESTS the Chief Executive Officer prepare a future report to Council with the further concept design option and estimated capital costs for the redevelopment of the Sorrento Surf Life Saving Club as outlined in Part 2 above prior to undertaking community engagement for the project.

AMENDMENT MOVED Cr Logan, SECONDED Cr Kingston that Part 3 of the Motion BE AMENDED to read as follows:

"3 REQUESTS the Chief Executive Officer prepare a report to the November Ordinary Council Meeting with the further concept design option and estimated capital costs for the redevelopment of the Sorrento Surf Life Saving Club as outlined in Part 2 above prior to undertaking community engagement for the project."

The Amendment was Put and CARRIED (13/0)

In favour of the Amendment: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

AMENDMENT MOVED Cr Thompson, SECONDED Cr Raftis that Part 2.2 of the Motion BE AMENDED to read as follows:

"2.2 That the building envelope for the surf club facilities be located no further north than the southern most point of the northern carpark and be located between the existing northern and southern car parks, while being located as close to the beach as possible;"

The Amendment was Put and LOST (5/8)

In favour of the Amendment: Crs Chester, Kingston, Poliwka, Raftis and Thompson.
Against the Amendment: Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill, Jones, Logan, May and McLean.

AMENDMENT MOVED Cr Thompson, SECONDED Cr Raftis that Part 2.4 of the Motion BE AMENDED to read as follows:

"2.4 That there be separation of the surf club facilities and the public amenities from the commercial space in order to minimise any competing interests and amenity, and that a location for this commercial space be recommended as part of the forthcoming report and that it must not be located in the area of public open space alongside the northern carpark as was proposed to be taken up by the clubrooms in Options A, B and C;"

The Amendment was Put and LOST (5/8)

In favour of the Amendment: Crs Chester, Kingston, Poliwka, Raftis and Thompson.
Against the Amendment: Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill, Jones, Logan, May and McLean.

AMENDMENT MOVED Cr Thompson, SECONDED Cr Raftis that Part 3 of the Motion be AMENDED to read as follows:

"3 REQUESTS the Chief Executive Officer prepare a report to the November Ordinary Council meeting with the further concept design option and estimated capital costs for the Sorrento Surf Life Saving Club Redevelopment Project, as outlined in Part 2 above, including the new public amenity and commercial facilities, within an approximate budget of $14 million, as detailed within Part 2 of the Council decision of 28 June 2022 (CJ096-06/22 refers), prior to undertaking community engagement for the project."

The Amendment was Put and CARRIED (12/1)

In favour of the Amendment: Mayor Jacob, Crs Chester, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.
Against the Amendment: Cr Fishwick.

The Acting Director Infrastructure Services left the Chamber at 8.49pm.
Cr Hill left the Chamber at 8.51pm.
The Acting Director Infrastructure Services entered the Chamber at 8.52pm.
The Manager Parks and Natural Environment left the Chamber at 8.52pm.
Cr Hill entered the Chamber at 8.53pm.
The Manager Parks and Natural Environment entered the Chamber at 8.54pm.

During debate it was requested that Parts 2.5 and 2.9 be voted upon separately.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council:

1 NOTES the information detailed within report CJ099-06/23 relating to the alternate concept design Options A, B and C for the redevelopment of the Sorrento Surf Life Saving Club facility;

~~2 BY AN ABSOLUTE MAJORITY AMENDS part (1) of its decision of 28 June 2022 (CJ096-06/22 refers) by requesting the Chief Executive Officer develops a modified concept design as shown as Option 1 as part of report CJ096-06/22, by including the following design parameters:~~

Amended by Council Resolution CJ198-08/26 (25/08/26)

~~2.1 That the designs include new surf club facilities, a commercial space and public amenities;~~

~~2.2 That the building envelope for the surf club facilities be located between the existing northern and southern car parks, while being located as close to the beach as possible;~~

~~2.3 The surf club facilities present as a single storey development to West Coast Drive, at a similar bulk and scale to the existing surf club facility, with the surf club storage areas located in an under croft area with direct beach access to enable more responsive beach patrol services, with access to the storage areas via the existing southern car park;~~

~~2.4 That there be separation of the surf club facilities, the commercial space and the public amenities in order to minimise any competing interests and amenity;~~

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council:

~~2 BY AN ABSOLUTE MAJORITY AMENDS part (1) of its decision of 28 June 2022 (CJ096-06/22 refers) by requesting the Chief Executive Officer develops a modified concept design as shown as Option 1 as part of report CJ096-06/22, by including the following design parameters:~~

Amended by Council Resolution CJ198-08/26 (25/08/26)

~~2.5 That the amended design replicates the same provision of public amenities (or better) that exist on site currently while exploring alternate locations to provide public amenities including provisions to the north between the existing surf club facilities and the Hillarys Boat Harbour;~~

The Motion was Put and CARRIED (9/4)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, May, McLean and Poliwka,
Against the Motion: Crs Kingston, Logan, Raftis and Thompson.

AMENDED

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council:

~~2 BY AN ABSOLUTE MAJORITY AMENDS part (1) of its decision of 28 June 2022 (CJ096-06/22 refers) by requesting the Chief Executive Officer develops a modified concept design as shown as Option 1 as part of report CJ096-06/22, by including the following design parameters:~~

Amended by Council Resolution CJ198-08/26 (25/08/26)

~~2.6 That the project will include the possibility of the construction being staged, with the surf club facilities and public amenities as stage one and the commercial space as stage two;~~

~~2.7 Where possible, that remaining remnant dune areas be of a sufficient contiguous scale to support revegetation (such as remove the underutilised middle dune access path and create new access path in proximity to the groyne focused on pedestrians and movement of surf club equipment);~~

~~2.8 Construct the southern car park post demolition of the existing surf club to ensure multiple drop off locations to the club and promote a better balance between use of the northern and southern car parks. Extent of southern car park works to be limited to the area where the existing surf club is located;~~

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council:

~~2 BY AN ABSOLUTE MAJORITY AMENDS part (1) of its decision of 28 June 2022 (CJ096-06/22 refers) by requesting the Chief Executive Officer develops a modified concept design as shown as Option 1 as part of report CJ096-06/22, by including the following design parameters:~~

Amended by Council Resolution CJ198-08/26 (25/08/26)

~~2.9 That there be a clear north / south pedestrian flow through the redevelopment site and resolution of bike paths to direct bikes and other wheeled apparatus such as e-scooters away from club operational areas and heavy pedestrian loads, while ensuring adequate beach access and minimising conflict for the surf club;~~

The Motion was Put and CARRIED (9/4)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Logan, May and McLean.
Against the Motion: Crs Kingston, Poliwka, Raftis and Thompson.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime that Council:

3 REQUESTS the Chief Executive Officer prepare a report to the November Ordinary Council meeting with the further concept design option and estimated capital costs for the Sorrento Surf Life Saving Club Redevelopment Project, as outlined in Part 2 above, including the new public amenity and commercial facilities, within an approximate budget of $14 million, as detailed within Part 2 of the Council decision of 28 June 2022 (CJ096-06/22 refers), prior to undertaking community engagement for the project.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Reason required for departure from Officer's recommendation

In accordance with Regulation 11 (da) of the *Local Government (Administration) Regulations 1996*, the reason Council made its decision which was significantly different to what the administration recommended is to develop a concept for the building that best meets the needs of the surf club and also local community stakeholders.

Appendix 14 refers

To access this attachment on electronic document, click here: Attach14brf230613.pdf

Disclosures of Interest affecting Impartiality

Name / Position	**Mayor Hon. Albert Jacob, JP.**
Item No. / Subject	CJ100-06/23 - Ocean Reef Artificial Surf Reef Pre-Feasibility Proposal.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Mayor Jacob has publicly stated that he supports an artificial reef at this location, including during 2021 elections.

Name / Position	**Cr Christopher May.**
Item No. / Subject	CJ100-06/23 - Ocean Reef Artificial Surf Reef Pre-Feasibility Proposal.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor May has publicly supported the establishment of an artificial surf reef at Ocean Reef Marina.

Name / Position	**Cr Christine Hamilton-Prime, JP.**
Item No. / Subject	CJ100-06/23 - Ocean Reef Artificial Surf Reef Pre-Feasibility Proposal.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	The stakeholders are known to Councillor Hamilton-Prime.

CJ100-06/23 OCEAN REEF ARTIFICIAL SURF REEF PRE-FEASIBILITY PROPOSAL

WARD	North-Central	
RESPONSIBLE A/DIRECTOR	Mr Michael Hamling Infrastructure Services	
FILE NUMBER	04171, 101515	
ATTACHMENTS	Attachment 1	Wedge Wave Investigation Summary Report
	Attachment 2	Ocean Reef Artificial Surf Reef Pre-Feasibility Project Plan
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to consider the development of a pre-feasibility assessment for an artificial surf reef between Mullaloo Point and the southern breakwater at the Ocean Reef Marina.

EXECUTIVE SUMMARY

The Ocean Reef Marina project had been developed over many years and was handed over to the State Government with construction commencing in 2021. The development included an expansion of the footprint of the original boat harbour which has resulted in the loss of three surf breaks in the area.

At its meeting held on 19 April 2022 (C46-04/22 refers), Council received a Notice of Motion from Mayor Jacob requesting a report be prepared which explored options for the development of concept for an artificial reef for recreational fishing and surfing between Mullaloo Point and the newly constructed southern breakwater at the Ocean Reef Marina. Council supported this request.

The City engaged the services of M P Rogers & Associates to assist the City by preparing a pre-feasibility project plan for an artificial reef at Ocean Reef.

It is therefore recommended that Council:

1 NOTES the Ocean Reef Artificial Surf Reef Pre-Feasibility Project Plan provided as Attachment 2 to Report CJ100-06/23;

2 SUPPORTS the development of a pre-feasibility assessment for an artificial surf reef between Mullaloo Point and the southern breakwater at the Ocean Reef Marina;

3 LISTS FOR CONSIDERATION an amount of $50,000 in the 2023-24 Budget for the pre-feasibility assessment as detailed in Part 2 above.

BACKGROUND

The Ocean Reef Marina project had been developed over many years and was handed over to the State Government with construction commencing in 2021. The development included an expansion of the footprint of the original boat harbour which has resulted in the loss of three surf breaks in the area as detailed below.

Big Rock

A reef break that was located to the north of the then Ocean Reef Boat Harbour with a surfable wave generally occurring during the winter offshore swells of approximately 2-2.5 metres. The alignment of the northern breakwater of the Marina Development bisects this reef, sheltering the area from the predominant west-south westerly swell.

Mossies

A reef break that was also located to the north of the then harbour with a surfable wave generally occurring in winter during offshore swells of approximately 2-2.5 metres. This break lay within the footprint of the new Marina Development and has been lost.

Pylons

A surf break that occurred adjacent to the northern groyne of the then harbour which occurred due to large south-westerly swell refracting around the head of the breakwater and breaking on the shoreline and/or rock platforms offshore of the perched beach location to the north of the northern groyne. Although a surfable wave only occurred during considerable large swell events, typically only on a handful of occasions per year, this too has been lost within the footprint of the Marina Development.

In April 2019, M P Rogers & Associates were engaged by DevelopmentWA to investigate the potential for a wedge wave surf break to be incorporated into the Ocean Reef Marina Development. A summary of the investigation undertaken is provided as Attachment 1 to Report CJ100-06/23.

The M P Rogers report concluded that due to the location of the northern breakwater and considering the prevailing west-south westerly swell a consistently surfable wedge wave surf break would likely be unachievable and would possibly only occur on a handful of occasions each year during very large swell conditions. Also, public safety issues were identified due to the shallow rock platforms and nearshore reef, with large swells potentially breaking directly onto the reefs and rocks.

Investigations also considered the creation of a wedge wave surf break off the southern breakwater, however other constraints exist such as inconsistent depth contours to the beach to the south. These conditions would result in producing irregular and in-consistent surfable waves.

Investigations were also undertaken 150 metres south of the Ocean Reef Marina which is outside of the scope of the Ocean Reef Marina project. This area would unlikely produce a consistently surfable wedge wave due to the non-uniform contours of the ocean floor and the lack of an offshore bar which would lead to incoming swell breaking on the shoreline.

It must be noted that an artificial surf reef was not investigated as part of the work undertaken by M P Rogers in 2019.

At its meeting held on 20 July 2021 (C59-07/21 refers), Council received a 31 signature petition requesting the City investigate options to install an artificial reef, in partnership with the relevant State Government stakeholders, between Mullaloo Point and the south wall of the new Ocean Reef Marina. This request was considered by Council as part of the City's "Status of Petitions" report on 21 September 2021 (CJ134-09/21 refers) Council resolved in part as follows:

"11 in relation to a petition requesting the City investigate options to install an artificial reef, in partnership with the relevant State Government stakeholders, between Mullaloo Point and the south wall of the new Ocean Reef Marina:

11.1 the City acknowledges the request for further investigation into the installation of an artificial reef between Mullaloo Point and the south wall of the new Ocean Reef Marina;

11.2 the area is outside the City's boundary of which the City has no jurisdiction;

11.3 the lead petitioner has been advised accordingly;"

At its meeting held on 19 April 2022 (C46-04/22 refers), Council received a Notice of Motion from Mayor Jacob requesting a report be prepared which explored options for the development of concept for an artificial reef for recreational fishing and surfing between Mullaloo Point and the newly constructed southern breakwater at the Ocean Reef Marina. The reasoning for the motion was stated as follows:

"In its early iterations, the Ocean Reef Marina project included an artificial surf reef and I still believe that this is something which would be of benefit to local surfers and to the community as a whole. It has already been demonstrated that there is still a large level of local support for such a project.

Such an installation would also benefit other users such as recreational shore fishing enthusiasts and snorkelling/diving. The swell patterns through this area will mean that any reef design will likely only produce a seasonal surf break and an artificial reef at this location can also be used for fishing or a snorkelling/diving trail at this location.

As was the case for the Ocean Reef Marina project, the potential sites for a new reef are located within the Marmion Marine Park and not within the Council's land tenure. This also will not be a project Joondalup Council will be able to deliver in isolation and it will require State Government support if it is to ultimately succeed.

However, I believe that at this stage the Council is in the best position to develop the concept, to prepare initial costings of possible designs and to gauge what level of community support there is to deliver an artificial reef between Mullaloo Point and the Ocean Reef Marina.

Therefore, I respectfully seek the Council's support for a report which explores options for such a project between Mullaloo Point and the new Ocean Reef Marina."

The following was resolved:

"That Council REQUESTS the Chief Executive Officer to prepare a report on options for the development of a concept for an artificial reef for recreational fishing and surfing between Mullaloo Point and the newly constructed southern breakwater at the Ocean Reef Marina."

DETAILS

In order to prepare a report as requested by Council, the City engaged the services of M P Rogers & Associates in August 2022 to prepare a scope and pre-feasibility project plan following an initial meeting with the City to provide guidance and expectations in line with the decision of Council. M P Rogers also met with Surfing WA and the Mullaloo Boardriders Club (MBRC) to gain an understanding of their position and to provide these key stakeholders an opportunity to put their thoughts and ideas on the table.

The MBRC is a representative club of surfers based within the City of Joondalup who holds, among other events, regular surfing competitions at and near Mullaloo and Ocean Reef. Prior to construction commencing on the Ocean Reef Marina, the MBRC regularly used the now lost reef breaks to hold these events.

Along with the general recreational use and competitions held by the MBRC, these lost breaks were used by Surfing WA to hold "learn to Surf" lessons and the Ocean Reef High School for their surfing program.

Initial feedback from M P Rogers indicated that artificial reefs should be designed for their primary purpose, being either surfing, fishing or snorkelling/diving, with secondary uses being considered a bonus and incidental to the primary purpose.

A scope for the pre-feasibility was developed with M P Rogers as outlined below as follows:

- Review of artificial surf reefs (ASRs) in Western Australia, Australia and globally.
- Liaison and consultation with key stakeholders, along with other involved in recent ASR proposals.
- Consideration of opportunities and constraints for an ASR near the Ocean Reef Marina.
- A fatal flaw analysis of an ASR at Ocean Reef, considering the local site conditions.
- Preparation of a high-level concept for the location, shape and forms of an ASR near the Ocean Reef Marina.
- Determination of potential approval requirements, pathways and investigations to progress the project.

Following this, M P Rogers developed the Ocean Reef Artificial Surf Reef Pre-Feasibility Project Plan (Attachment 2 refers) which confirms the scope (as identified above) and outlines the general methodology proposed, likely timeframe and indicative cost to complete the pre-feasibility assessment.

Issues and options considered

The options available to Council are to:

- support the development of a pre-feasibility study that, amongst other things, will include a fatal flaw analysis of an artificial reef at Ocean Reef. This is the recommended option as it will provide a clear understanding if an artificial reef is technically feasible at this location to assist future decision making.
  or
- not support the development of a pre-feasibility study.

Legislation / Strategic Community Plan / Policy implications

Legislation *Environmental Protection Act 1986.*
Aboriginal Heritage Act 2022.

10-Year Strategic Community Plan

Key theme Community.

Outcome Active and social – you enjoy quality local activities and programs for sport, learning and recreation.

Policy Not applicable.

Risk management considerations

Progressing this project to a pre-feasibility stage has the potential to create expectations that the City will take responsibility in the long-term to deliver this project. It may therefore be prudent to indicate that the City's involvement, similar to the Ocean Reef Marina, would not extend to fund or deliver the artificial reef if it was deemed feasible.

Financial / budget implications

The cost to engage M P Rogers to develop the pre-feasibility project plan was $3,872.22 (excluding GST).

The development of a pre-feasibility study is estimated at $50,000.

It should be noted that the City does not have any internal resources to oversee the pre-feasibility study at this stage and the timing of the study will be subject to the successful recruitment of the Coastal Engineer.

Regional significance

The previous three surf breaks in the area were not only used by locals but attracted surfers from the wider region.

Sustainability implications

Environmental

The location of the proposed artificial reef is within the Marmion Marine Park which is subject to the Marmion Marine Park Management Plan, currently under review. The pre-feasibility study will determine the environmental approvals required under the *Environmental Protection Act 1986.*

Social

The proposed artificial surf reef has the potential to deliver benefits to the community including increased recreational opportunities.

The pre-feasibility study will determine the approvals required in regard to European heritage and Aboriginal heritage as required under the Heritage Act 2018 and *Aboriginal Heritage Act 2022* respectively.

Economic

The proposed artificial surf reef has the potential to deliver economic benefits including increased tourism opportunities.

Consultation

In preparing the project plan, M P Rogers consulted with Surfing WA and the Mullaloo Boardriders Club.

COMMENT

An artificial reef is a man-made underwater structure that has been designed to achieve a specific objective. Typically, artificial reefs are built for coastal protection, to promote marine life or to improve surfing amenity. As previous investigations, undertaken by consultants MP Rogers, to develop the City's draft Coastal Hazard Risk Management and Adaptation Plan have determined that an artificial reef within the City of Joondalup would not provide for coastal protection, the proposed artificial surf reef would be for the purpose of improving recreational and surfing amenity.

Progressing this project to pre-feasibility stage does not bind the City to either fund or deliver an artificial reef project. It will assist, however, in advocating to the State and/or Federal Government to fund and deliver an artificial reef if deemed feasible.

VOTING REQUIREMENTS

Simple Majority.

Cr Chester and Cr Poliwka left the Chamber at 9.08pm and returned at 9.11pm.
Cr McLean left the Chamber at 9.13pm and returned at 9.15pm.

MOVED Mayor Jacob, SECONDED Cr May that Council:

1 NOTES the Ocean Reef Artificial Surf Reef Pre-Feasibility Project Plan provided as Attachment 2 to Report CJ100-06/23;

2 SUPPORTS the development of a pre-feasibility assessment for an artificial surf reef between Mullaloo Point and the southern breakwater at the Ocean Reef Marina;

3 LISTS FOR CONSIDERATION an amount of $50,000 in the 2023-24 Budget for the pre-feasibility assessment as detailed in Part 2 above.

The Motion was Put and CARRIED (9/4)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Logan, May and McLean.
Against the Motion: Crs Kingston, Poliwka, Raftis and Thompson.

Appendix 15 refers

To access this attachment on electronic document, click here: Attach15brf230613.pdf

Disclosures of Interest affecting Impartiality

Name / Position	**Cr Russ Fishwick, JP.**
Item No. / Subject	CJ101-06/23 - Petition – Sorrento Bowling Club – Installation of Self-Service Club TAB.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Councillor Fishwick is a member of the Sorrento Bowling Club and a Pennant Player.

Name / Position	**Cr Christine Hamilton-Prime, JP.**
Item No. / Subject	CJ101-06/23 - Petition – Sorrento Bowling Club – Installation of Self-Service Club TAB.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	The Sorrento Bowling Club and its members are known to Councillor Hamilton-Prime.

CJ101-06/23 PETITION – SORRENTO BOWLING CLUB – INSTALLATION OF SELF-SERVICE CLUB TAB

WARD	South
RESPONSIBLE A/DIRECTOR	Mr Michael Hamling Infrastructure Services
FILE NUMBER	03078, 101515
ATTACHMENTS	Nil
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider a petition received in relation to the installation of a self-service Club TAB within the Sorrento Bowling Club facility in Percy Doyle Reserve, Duncraig.

EXECUTIVE SUMMARY

At its meeting held on 18 October 2022 (C123-10/22 refers), Council received a 95-signature petition from electors of the City of Joondalup requesting Council to give approval to the Sorrento Bowling Club (SBC) to install a self-service Pub TAB inside its clubroom facility located in Percy Doyle Reserve, Duncraig.

The Club has made several approaches to the City since January 2010, seeking support to apply for a TAB licence with Racing and Wagering WA (RWWA). Between 2010 and 2013, the City provided conditional approval on three occasions for an application to be made to RRWA for a short-term licence of no longer than 12 months. The last time consent for an application was provided by the City was in February 2013, which lapsed in February 2014.

Throughout this period, the Club was unsuccessful in securing a licence from RWWA.

In February 2022, the Club submitted a new request to the City seeking approval. As part of its assessment process the City liaised with multiple stakeholders, including Elected Members via a Strategy Session, and concluded that the request was not in the public interest and was subsequently not supported.

Further engagement occurred with the Club following the City's feedback, in which the decision not to support the proposal was reaffirmed. A petition seeking approval to support the request from February 2022, was then received by Council in October 2022 of which this report seeks to address.

The City has undertaken considerable due diligence in fairly assessing the latest request from the SBC within its capacity as a land manager and landlord. Through this process the City has concluded that wagering activities, such as Club TAB facilities, undertaken on City-managed land is considered outside the public's interest.

It is recommended that Council:

1 NOTES the assessment process undertaken by the City in considering the Sorrento Bowling Club's latest request to support an application to Racing and Wagering WA for the installation of a self-service Club TAB within the Sorrento Bowling Club facility, and the City's reasons for not supporting the request as detailed in Report CJ101-06/23;

2 DECLINES the petitioners' request to support an application to Racing and Wagering WA for the installation of a self-service Club TAB within the Sorrento Bowling Club facility in Percy Doyle Reserve, Duncraig;

3 ADVISES the lead petitioner of its decision.

BACKGROUND

TAB Licences

Since 2004, all racing and wagering activities within Western Australia have been governed by the state government owned agency, Racing and Wagering WA (RWWA), including the retail brand of "TAB" for its off-course wagering functions.

The *Racing and Wagering Act 2003* provides RRWA with the authority to establish TAB agencies and requires advice to be provided to the Gaming and Wagering Commission for any proposals to establish a new agency.

As part of RWWA's assessment process, written or verbal comments are sought from the relevant local government, WA Police and organisations that address health or financial issues in the area surrounding the proposed TAB agency site. Potential sites may include private land, or Crown Land under the control and management of a local or state government entity.

There are currently thirteen TAB agency licences issued within the City of Joondalup, across three retail levels, including:

Table:1

Retail Level	Locations	MRS Zoning	LG Zoning
TAB Agency (Dedicated retail outlets for the sole purpose of betting)	Warwick Grove Shopping Centre, Warwick	Urban	Centre
	Adjacent Kingsley Tavern, Kingsley	Urban	Commercial
	Whitfords Shopping Centre, Hillarys	Urban	Centre
	Lakeside Shopping Centre, Joondalup	Central City Area	Centre
	Currambine Central Shopping Centre, Currambine	Urban	Commercial
Pub TAB (Existing licenced premises where customers may place bets via bar staff)	Greenwood Hotel, Greenwood	Urban	Commercial
	Carine Tavern, Duncraig	Urban	Commercial
	Craigie Tavern, Craigie	Urban	Commercial
	Woodvale Tavern, Woodvale	Urban	Commercial
	Beldon Tavern, Beldon	Urban	Commercial
Pub TAB (or "Club TAB") – Self Service (Self-service betting terminals located within a licenced area of a pub or club, where customers place their own bets)	Marmion Angling and Aquatic Club (MAAC), Marmion*	Parks and Recreation	MRS – Parks and Recreation
	Northshore Tavern, Hillarys	Urban	Centre
	Currambine Bar and Bistro, Currambine	Urban	Commercial

**Private ownership – MAAC*

There are currently no TAB agencies within the City's boundaries that are located on City of Joondalup owned or managed land. Twelve of the thirteen licenced premises are located on land zoned for commercial or centre purposes under the City's *Local Planning Scheme No. 3 (*LPS3*)*.

The only exception is the MAAC, which is reserved under the *Metropolitan Region Scheme* (MRS) as 'Parks and Recreation' and is therefore not subject to the provisions of the City's LPS3, with the Western Australian Planning Commission (WAPC) as the determining authority. The lot in which the MAAC is situated is also excised from the Marmion Foreshore Reserve and is privately owned by the Club.

In accordance with RWWA's processes, the City is consulted on any proposed licence applications with consideration of the following:

- If the proposed location of the TAB agency complies with local planning requirements.
- If surrounding landowners/lessees have been notified. (Noting it is not the City's responsibility to undertake community consultation on behalf of applicants).
- If there are any community or social services that may be impacted by the proposal.
- If there are any issues/benefits associated with the proposal.

Noting that the City is not the approver of TAB agency applications, but rather a stakeholder for the purposes of consultation, previous applications as listed above have been successfully awarded by the RWWA.

The only circumstance where an applicant has requested a TAB agency licence on City managed land, has been the SBC at its clubroom facilities located within Percy Doyle Reserve, Duncraig. The distinction between this request and the others identified above, is that the clubrooms are leased, and as such, the application is considered within the context of the City as a Lessor providing consent under the provisions of the lease, rather than as a stakeholder in a RWWA consultation process.

The history of these application requests are detailed below.

Historical applications – Sorrento Bowling Club

The City was first approached by the SBC in 2010, seeking approval to apply to RWWA for a "Club TAB" licence within its leased clubroom facilities. The proposal was for a self-service TAB that included the following:

- A self-service wagering terminal to be located within a licenced area of the club.
- Customer information terminals to provide historical and current racing and sports information.
- TVs to display electronic information via teletext and the Sky Channel for racing vision.
- A payout terminal to process winning tickets and conduct agency balances over the bar.

If supported, the SBC would effectively become a contracted TAB agent and enter into an agency agreement with RWWA to ensure compliance with any legislative or contractual obligations pertaining to wagering activities.

TAB agency agreements are one-year fixed term arrangements, after which, one-months' written notice of termination may be issued by either party if the viability of the operations at the premises is limited.

TAB agents operate on a commission basis that is paid weekly via an agency settlement process. The total weekly commission is made up of a base payment, commission rate / percentage of the weekly agency turnover, minus a TAB package fee as the ongoing rental payment for services supplied by RWWA. In addition to the package fees, agents must also pay for a Sky Channel subscription based on the agency's weekly turnover range, as well as initial set up costs for staff training, cash bonds and insurances.

The income received by Clubs as a TAB agent is usually quite modest. Notwithstanding, the reasons cited by the SBC for requesting a licence in 2010 included the following:

- Pressure from existing members to make an application.
- The view that a TAB facility would encourage younger members to the Club.
- Other bowling clubs / social clubs having received approval.
- Potential increased memberships and bar sales.
- Concerns that nearby clubs may obtain a licence before the SBC.

Temporary approval to apply for a licence with RWWA was provided by the City in February 2010 under the following conditions:

- The agreement is for a period of no longer than 12 months and will be reviewed by the City.
- The SBC is to provide a review of the operations of the TAB and any issues that have occurred at the end of the 12 months period prior to further extensions being granted.
- The TAB is only available for members of the SBC.
- All costs incurred through the operations of the TAB will be the full responsibility of the SBC.

Further requests were sought from the SBC in 2011 and 2013, in which the City provided 12-month extensions for approval with a further condition, including:

- The City will not approve signage on Warwick Road that references the TAB at the Club.

Between February 2010 and February 2014 (when the last approval request lapsed), the SBC was unsuccessful in securing a Club TAB licence with RWWA.

In February 2022 the SBC submitted a new request for approval to apply for a Club TAB licence with RWWA, nine years after the City had last considered the proposal. Following an assessment process, as detailed further in this report, the City responded to the SBC indicating that it did not support the request.

DETAILS

At its meeting held on 18 October 2022 (C123-10/22 refers), Council received a 95-signature petition from electors of the City of Joondalup requesting that Council:

"Gives approval to the Sorrento Bowling Club to install a self-service Club TAB inside its clubroom facility at Percy Doyle that meets the needs of the community and Club Members to enjoy as there is no other such facility within the local area. Also to raise revenue for the club to improve and maintain its infrastructure and facilities and in particular assist with financing a synthetic green to enable members to bowl throughout the year given the impacts of rising inflation and interest rates.

It should be noted that the City of Joondalup granted approval for the club to have a Club TAB in 2013 and we the undersigned request that Council honours it's previous 2013 agreement and re-approve the location of a Club TAB at the Sorrento Bowling Club's Percy Doyle Reserve facility."

<u>2022 Application – Sorrento Bowling Club</u>

The request received in 2022 indicated that the SBC had lodged an application to RWWA for approval to install a Club TAB facility at their clubrooms and sought retrospective comment from the City as to whether the service would be permissible.

The correspondence did not provide any information with regard to the reasons for lodging an application, did not refer to any previous approvals received from the City and did not refer to any consultation undertaken with surrounding properties or users of Percy Doyle Reserve.

Upon receiving the most recent request from the SBC, the City undertook the following actions as part of its assessment process:

- Contact was made with the RWWA to obtain further information on the proposed business model for Club TAB facilities. RWWA verbally indicated that clubs tend to only draw a modest income through commissions, as the operating costs associated with running the facility largely offset any income received. It was noted that the business model was premised on encouraging increased memberships and bar sales rather than sizeable commissions.

- The City requested data on income modelling from existing Club TAB facilities operated by other bowling clubs, but only received limited information from RWWA pertaining to an individual club for one week's earnings. It was difficult to ascertain if the data reflected a typical week or was comparable to other clubs, and as such, did not satisfy the City that the viability of the business model at the SBC was adequately demonstrated. The SBC's application also provided no data to support their request on how they believed the business model would operate within their facility and their anticipated increase in membership numbers, bar sales or turnover.

- Engagement with other local governments was undertaken to seek feedback on how Club TAB facilities operated within their district, however, there was limited information available given the facilities operated within leased premises and were historically approved a decade earlier.

- The Department Planning, Lands and Heritage (DPLH) was also contacted to determine if DPLH approval was required and if the Reserve, being Crown Land, supported the activity. DPLH provided informal comment, noting that this type of activity may be considered ancillary to the Reserve's primary purpose, being for Recreation, and that the City would be best placed to assess the overall public benefit based on its knowledge of the local community.

- Information on the proposal was also provided to Elected Members at a Strategy Session in March 2022 to assist with the City's assessment of the overall public benefit in this location. Strong opposition towards the proposal was expressed due to the perception of gambling activities being misaligned to the purpose of the Reserve, being Recreational and issues of this type of activity being conducted within City owned facilities.

As a result of the information and feedback gathered, the City wrote to the SBC in March 2022 indicating that the proposal was not supported, due to:

- gambling-related activities being considered outside the public's interest
- that the activity may be viewed as inconsistent with the permitted use of the Reserve or Property
- acknowledging that whilst the scale of the activity was relatively ancillary in nature, further investigations into the business model and operations confirmed the City's view that it is not in the public's interest to progress the proposal.

In April 2022, the City received further correspondence from the SBC expressing their disappointment at the City's decision and requested the City's further consideration of the proposal. Additional information was also supplied indicating that historical approval had been provided by the City in 2010.

Upon receiving this request, City representatives met with the Acting President of the SBC in April 2022 to discuss the outcome of the Club's most recent application. The meeting did not reveal any additional information that would support the City's favourable consideration of the request, noting the following:

- Projected membership and bar sales were not provided by the Club.
- Concerns regarding potential membership losses to neighbouring Clubs with TAB facilities were not quantified.
- Conditions from the City to restrict advertising of a TAB facility within the clubrooms would likely inhibit membership attraction opportunities.
- That other bowling clubs with Club TAB facilities were historical and the potential reasons for seeking approval had changed over time.

- The proliferation of online betting apps over the last nine years since previous approval was provided by the City, did not provide a compelling reason for installing a Club TAB facility to attract new, younger members to the Club.
- The siting of the clubrooms within the centre of Percy Doyle Reserve, surrounded by multiple junior sporting clubs, was not considered to be an appropriate location for this type of activity.

Following this meeting, the City wrote to the SBC again, confirming its decision not to support the proposal.

In October 2022, a petition was submitted and subsequently received by Council, seeking support to approve the request (C123-10/22 refers).

Actions following receipt of the petition

Following Council's decision to receive the petition and request a report back to Council for its consideration, the City undertook the following actions:

- Contacted RWWA to obtain information on all current Club TAB licences that have been established in the Perth Metropolitan Area and their respective commencement dates. This was to ascertain how historical the arrangements were, and if new licences had been issued in recent years and the circumstances surrounding their approval. This information is shown in Table 2 below.

- There are currently fifteen Club TAB licences issued across bowling and sporting clubs throughout the Perth Metropolitan Region, of which thirteen are historical licences approved over a decade ago. In the ten years that has lapsed since approval was last provided from the City to the SBC, two new licences have been issued to the Lesmurdie Club in the City of Kalamunda and Safety Bay Bowls Club in the City of Rockingham. The Lesmurdie Club is privately owned and the Safety Bay Bowls Club is located on City owned land that is held in freehold.

- The City contacted the City of Rockingham to understand the process undertaken as part of their recent approval to the Safety Bay Bowls Club in 2021 (noting the land is held in freehold and is not City-managed Crown Land). It was confirmed that a lengthy process was undertaken to ensure the Club undertook appropriate levels of community engagement with surrounding residents before consideration for approval would be provided. Approval was also conditioned on the basis that an extension to the building was pursued to house the TAB facility in a separate and isolated area of the Clubrooms.

Table 2:

Club	Suburb	Local Government	Start Date	Land Tenure
Cockburn Bowling & Rec. Club	Yangebup	City of Cockburn	1997	Freehold – City owned
Melville Bowling & Rec Club	Alfred Cove	City of Melville	2005	Freehold – City owned
Mosman Park Bowling Club	Mosman Park	Town of Mosman Park	2008	Freehold – City owned
Belmont Sports & Rec Club	Cloverdale	City of Belmont	2008	Crown Land vested in the City
Morley Noranda Rec Club	Noranda	City of Bayswater	2008	Freehold – City owned
Osborne Park Bowling Club	Tuart Hill	City of Stirling	2009	Freehold – City owned

Club	Suburb	Local Government	Start Date	Land Tenure
Innaloo Sportsmen's Club	Innaloo	City of Stirling	2009	Crown Land vested in the City
Dudley Park Bowling & Rec Club	Dudley Park	City of Mandurah	2009	Crown Land vested in the City
Mandurah Bowling & Rec Club	Mandurah	City of Mandurah	2009	Crown Land vested in the City
North Beach Bowling Club	North Beach	City of Stirling	2010	Crown Land vested in the City
Wanneroo Sports & Social Club	Wanneroo	City of Wanneroo	2011	Crown Land vested in the City
Thornlie Bowling Club	Thornlie	City of Gosnells	2011	Crown Land vested in the City
Marmion Angling & Aquatic Club	Marmion	City of Joondalup	2013	Privately owned by the Club
The Lesmurdie Club	Walliston	City of Kalamunda	2020	Privately owned by the Club
Safety Bay Bowls Club	Shoalwater	City of Rockingham	2021	Freehold – City owned

Issues and options considered

The options available to Council are to:

- support the petitioners' request as outlined in C123-10/22
  or
- not support the petitioners' request.

It is the City's recommendation that the petitioners' request is not supported for the reasons previously provided to the SBC, namely:

- gambling-related activities being considered outside the public's interest
- that the activity may be viewed as inconsistent with the permitted use of the Reserve or Property
- acknowledging that whilst the scale of the activity was relatively ancillary in nature, further investigations into the business model and operations confirmed the City's view that it is not in the public's interest to progress the proposal.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*

10-Year Strategic Community Plan

Key theme Place.

Outcome Functional and accessible – you have access to quality community facilities that are functional and adaptable.

Policy *Property Management Framework*.

Risk management considerations

Should Council support the request to install a Club TAB facility within the SBC clubrooms, it should be noted that no consultation has been undertaken with local residents or surrounding clubs within the Percy Doyle Reserve, which may present a risk to the City if there is substantial opposition.

There is also a potential risk of negative community perception that the City is supporting wagering activities within City-owned facilities and on City-managed land.

Financial / budget implications

There is no financial or budget implications for the City in relation to this proposal. It is noted that one of the reasons for requesting Council's consideration of this matter by the SBC is to provide an additional income stream for the Club.

Based on the City's research, a Club TAB facility will only likely achieve a modest income for the Club as the operating costs largely offset any income received.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Extensive engagement has been undertaken by the City with external agencies, government departments, other local governments and the Club as part of its due diligence process in assessing the latest request from the SBC.

The City is not responsible for undertaking community consultation on matters associated with TAB applications and is not aware of any such engagement being conducted by the SBC.

COMMENT

It is appropriate for the City to review changing community expectations in relation to appropriate social and recreational activities that may be conducted on land from which it is responsible for managing.

The City has undertaken considerable due diligence in fairly assessing the latest request from the SBC within its capacity as a land manager and landlord. Through this process the City has concluded that wagering activities, such as Club TAB facilities, undertaken on City-managed land is considered outside the public's interest.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council:

1 NOTES the assessment process undertaken by the City in considering the Sorrento Bowling Club's latest request to support an application to Racing and Wagering WA for the installation of a self-service Club TAB within the Sorrento Bowling Club facility, and the City's reasons for not supporting the request detailed in Report CJ101-06/23;

2 DECLINES the petitioners' request to support an application to Racing and Wagering WA for the installation of a self-service Club TAB within the Sorrento Bowling Club facility in Percy Doyle Reserve, Duncraig;

3 ADVISES the lead petitioner of its decision.

Cr Jones left the Chamber at 9.40pm.

C062-06/23 PROCEDURAL MOTION – THAT THE ITEM BE DEFERRED

MOVED Cr Fishwick, SECONDED Mayor Jacob that CJ101-06/23 - Petition – Sorrento Bowling Club – Installation of Self-Service Club Tab, BE DEFERRED to the Ordinary Meeting of Council to be held on 25 July 2023, to allow Elected Members to engage with the views of the Sorrento Bowling Club more broadly, before Council makes a decision.

The Procedural Motion was Put and CARRIED (8/4)

In favour of the Procedural Motion: Mayor Jacob, Crs, Fishwick, Hamilton-Prime, Hill, Kingston, Logan, May and McLean.
Against the Procedural Motion: Crs Chester, Poliwka, Raftis and Thompson.

CJ102-06/23 TRAFFIC MANAGEMENT IMPROVEMENTS NORTHSHORE DRIVE, KALLAROO

WARD	Central
RESPONSIBLE A/DIRECTOR	Mr Michael Hamling Infrastructure Services
FILE NUMBER	16988, 101515
ATTACHMENTS	Attachment 1 Locality Plan Attachment 2 Concept Plan Northshore Drive
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider the outcomes of an investigation into traffic management improvements for Northshore Drive, Kallaroo.

EXECUTIVE SUMMARY

At its meeting held on 15 November 2022 (C138-11/22 refers), Council considered a Notice of Motion and subsequently resolved the following:

"That Council:

1 NOTES that Council has previously supported a maximum 50 kilometres per hour speed limit along all City of Joondalup roads adjoining the foreshore between the suburbs of Burns Beach and Marmion (CJ063-05/21 and C97-09/21 refers);

2 REQUESTS the Chief Executive Officer to prepare a report on:

2.1 Potential intersection improvements at Northshore Drive and Northshore Avenue, Kallaroo as well as Northshore Drive and the Northshore Drive beach carpark taking into consideration traffic volumes and accident data along this part of the coastal road;

2.2 Proposed options to improve pedestrian connectivity between Kallaroo and the Principal Shared Path to be delivered as part of the Coastal Principal Shared Path upgrade project."

In response to the Notice of Motion, a comprehensive assessment has been undertaken of Northshore Drive to confirm the operation and performance of this road and a concept design was developed detailing potential upgrade options.

It is therefore recommended that Council:

1 NOTES the outcomes of the Northshore Drive, Kallaroo Technical Assessment;

2 SUPPORTS a road upgrade of Northshore Drive, Kallaroo as a staged project subject to successful State or Federal government grant funding;

3 NOTES that the upgrading of Northshore Drive, Kallaroo if supported by Council will be considered as part of future budget development processes.

BACKGROUND

Northshore Drive is a significant District Distributor Road that provides access to foreshore areas from Mullaloo Drive in the north to Whitfords Avenue in the south. Northshore Drive also provides a direct connection to the suburb of Kallaroo (Attachment 1 refers).

At its meeting held on 15 November 2022 (C138-11/22 refers), Council endorsed a Notice of Motion regarding traffic improvements for Northshore Drive, Kallaroo;

The reasoning for the motion was stated as follows:

"The City of Joondalup coastal road network sees increased usage as the population of the broader metropolitan area grows over time, and visitation to popular tourist and recreation centres at Hillarys Marina and Mullaloo beaches increases, as well as the visitation numbers to the Ocean Reef Marina as that precinct develops.

It is noted that in the last decade, the road network along the City of Joondalup's coastline has been improved from West Coast Drive north to Iluka, including advanced in pedestrian friendly design.

The only remaining section of road that has seen no improvement since the 1980s is Northshore Drive between Mullaloo Drive and Whitfords Avenue.

Directly south, Whitfords Avenue has seen a comprehensive redesign, and directly north in Mullaloo, Oceanside Promenade, a road with residential dwellings, already has a broad coverage of pedestrian refuges and improved road design.

While I believe a reduction from 70km/h to 50km/h is excessive – as it is not a "built up" road, a reduction to 60km/h will significantly reduce the risk of fatal impacts without being overly draconian on a non-built up main road.

A report on options to improve the two intersections with butterfly island, roundabout or similar treatment, will allow Council to make an informed decision on improving this road which has not seen meaningful upgrades in four decades."

The following was resolved:

"That Council:

1 NOTES that Council has previously supported a maximum 50 kilometres per hour speed limit along all City of Joondalup roads adjoining the foreshore between the suburbs of Burns Beach and Marmion (CJ063-05/21 and C97-09/21 refers);

2 REQUESTS the Chief Executive Officer to prepare a report on:

2.1 Potential intersection improvements at Northshore Drive and Northshore Avenue, Kallaroo as well as Northshore Drive and the Northshore Drive beach carpark taking into consideration traffic volumes and accident data along this part of the coastal road;

2.2 Proposed options to improve pedestrian connectivity between Kallaroo and the Principal Shared Path to be delivered as part of the Coastal Principal Shared Path upgrade project."

DETAILS

Northshore Drive Technical Assessment

Northshore Drive is a single carriageway road of approximately 1.5 km in length and consists of two traffic lanes, separated by a central median approximately 250 metres long in the southern section close to Whitfords Avenue and centreline marking only for the remainder of this section.

The road connects Whitfords Avenue to Mullaloo Drive and provides direct access to the beach car park south of Northshore Avenue. Northshore Drive also provides direct access to the suburb of Kallaroo via Northshore Avenue.

Northshore Drive is classified as a "*District Distributor B Road*" under Main Roads WA Road Hierarchy. In its current form, Northshore Drive is designed to carry high traffic volumes above 6,000 vehicles per day (vpd). The posted speed limit is 70km/h which is consistent with the recommended speed for this road classification.

Existing Traffic Volumes

The traffic volumes on Northshore Drive during weekdays was recorded in December 2022 ranged from 9,100 and 9,500vpd. The recorded 85th percentile traffic speeds ranged between 55km/h and 71km/h.

In comparing the latest traffic count data undertaken in December 2022 with traffic counts undertaken in previous years, the traffic volumes on Northshore Drive have remained relatively consistent.

A summary of the December 2022 seven-day counts are provided below:

Northshore Drive	**Vehicle volumes**	**85th percentile speed**
North Whitfords Avenue	9,463vpd	57km/h
South Northshore Dr beach car park	9,130vpd	70km/h
South Northshore Ave	9,252vpd	71km/h
North Northshore Ave	9,191vpd	69km/h
South Mullaloo Drive	9,230vpd	55km/h

Existing Road Layout Design Elements

The majority of Northshore Drive is a single carriageway arrangement that provides for north and south bound traffic movements under two-way flow conditions. Along the northern section, centreline marking has been provided to delineate the opposing traffic lanes and raised reflective pavement markers have been provided along the centre line for night-time operations. Street lighting has also been provided to illuminate the carriageway and intersections.

Sealed bitumen shoulders have been provided to limit soft edges along the carriageway plus also provides space for cyclists.

The posted speed limit of 70km/hr is consistent with this classification of road. The speed limit for the residential area south of Mullaloo Drive is 50km/h.

Five-Year Crash History

The Northshore Drive Main Roads WA crash data for the period from 1 January 2018 to 31 December 2022 indicates that there are a total of six reported crashes during this period.

Of these crashes, one was a fatality, three required medical treatment and two were property related crashes. The table below provides a summary of these crashes:

Location	**Year**	**Type of crash**	**Severity**
Northshore Drive 70m north of roundabout Whitfords Avenue	2022	Rear end	Medical treatment
Northshore Drive south Northshore Avenue (at entrance to car park)	2022	Rear end	Fatal
Northshore Dr/Northshore Ave	2020	Rear End	Medical treatment
Northshore Dr/Northshore Ave	2021	Vehicle from opposing direction	Medical treatment
Northshore Dr/Northshore Ave	2022	Rear End	Property damage
Northshore Dr – 50m north Merrifield Pl	2018	Rear End	Property damage

Pedestrian and Bike Connectivity

Northshore Drive has several pedestrian connections from the eastern verge of the road to the western verge. Existing path connections provide access to bus stop locations plus foreshore shared path access in the vicinity of the beach car park, 250 metres south of Northshore Avenue.

The existing road cross section includes cycle lanes on each side of the road carriage for north and south bound cycle movements. To determine the extent of the cycle movements, bike counts were taken along Northshore Drive from 10 February 2023 for a seven day period. The seven-day survey confirmed a range of activity from 302 to 351 bike movements per day during weekdays and 379 to 465 per day on the Saturday and Sunday respectively.

As an important cycle route, Northshore Drive is used for recreation and training purposes plus three to four triathlon events per year. Running Parallel in a north to south direction is the foreshore shared path that links major coastal nodes in the area. The connection between Northshore Drive and this shared path occurs at the beach car park south of Northshore Avenue.

Improvement Options

A concept plan was prepared that includes the continuation of the existing central median treatment for the length of Northshore Drive to separate traffic flows, control traffic movements at intersections plus provide two-stage crossing for pedestrians at key locations (Attachment 2 refers). The concept also includes a roundabout at the intersection of Northshore Avenue and Northshore Drive and improved access to the existing Northshore Drive beach car park. In addition to the above, the concept further includes formalised car parking bays on the verge of Northshore Drive just south of Northshore Avenue.

If the concept is supported by Council, works would be progressed in staged approach targeting grant funding through the Metropolitan Regional Road Group funding options for these stages to reduce the financial impacts of designing and constructing a significant project as suggested below as follows:

- The first stage could be to seek grant funding for the design and construction of a single lane roundabout at the intersection with Northshore Avenue. This would assist with right turn manoeuvres and reduce operating speeds at this location.
- The remaining portion of Northshore Drive road improvements to be further progressed and staged over time subject to funding approval as part of the annual capital works budget process.

It should be noted that the final design may vary from the concept developed and provided as Attachment 2 to Report CJ102-06/23.

Issues and options considered

Council can either consider the options below:

Option 1 - Do nothing.

This option is not supported.

Option 2 – Supports a road upgrade of Northshore Drive, Kallaroo as a staged project.

This is the recommended option as it will enable the works to occur as part of a staged approach with the City seeking funding for each applicable stage. Due to the significant costs involved for road upgrade works, it is essential to seek state or federal government funding/ assistance for this project to proceed. Further traffic analysis and investigations will be undertaken for the purpose of developing future grant funding submissions.

Legislation / Strategic Community Plan / Policy implications

Legislation	*Road Traffic Code 2000.* *Traffic Act 1974.*

10-Year Strategic Community Plan

Key theme	Place.
Outcome	Connected and convenient – you have access to a range of interconnected transport options.
Policy	Not applicable.

Risk management considerations

Providing appropriate road infrastructure to accommodate all road users such as cyclists and pedestrians in addition to vehicles is important given the increase in demand from these user groups particularly within foreshore precincts.

In the case of Northshore Drive, Kallaroo, road improvements to improve the road safety environment and better cater for road users is critical for safe transport systems within the City.

Financial / budget implications

Road improvements for Northshore Drive will come at a considerable cost due to the length of road plus median and intersections treatments involved. Detailed costings are still to be determined, however, as a guide; the cost estimate of road improvements as per the concept developed is between $6.6 and $6.8 million dollars.

Options for state and federal government funding is limited, however, a funding submission under the Metropolitan Regional Road Group road improvement program will be considered as part of a future funding round. This would be subject to the City meeting the appropriate grant funding criteria.

Regional significance

Northshore Drive, Kallaroo is a key distributor road which services residential, commercial and commuter traffic. The road is also part of a well utilised tourist route attracting cyclists, motorcycle groups, car groups, and tourist traffic due to its location near to the coast and connection to other regional attractions.

Sustainability implications

Not applicable.

Consultation

If a road upgrade is supported by Council and a project progresses to construction, affected residents will be informed as per the City's *Notification of Public Works* policy.

COMMENT

The upgrading of Northshore Drive will provide improved road safety benefits and continuity of the coastal route between Marmion and the northern suburbs.

VOTING REQUIREMENTS

Simple Majority.

Cr Logan left the Chamber at 9.41pm.
The Director Planning and Community Development left the Chamber at 9.41pm.
Cr Jones entered the Chamber at 9.42pm.
The Director Planning and Community Development entered the Chamber at 9.43pm.
Cr Logan entered the Chamber at 9.46pm.
The Director Corporate Services left the Chamber at 9.50pm.
The Manager Governance left the Chamber at 9.52pm.
Mayor Jacob left the Chamber at 9.53pm and the Deputy Mayor assumed the Chair.
The Director Corporate Services entered the Chamber at 9.55pm.
Mayor Jacob entered the Chamber at 9.56pm.
The Manager Governance entered the Chamber at 9.57pm.
The Manager Governance left the Chamber at 10.02pm.
Cr Raftis left the Chamber at 10.04pm.
The Manager Governance entered the Chamber at 10.04pm.

MOVED Cr May, SECONDED Cr Poliwka that Council:

1 NOTES the outcomes of the Northshore Drive, Kallaroo Technical Assessment;

2 SUPPORTS a road upgrade of Northshore Drive, Kallaroo as a staged project subject to successful State or Federal government grant funding;

3 NOTES that the upgrading of Northshore Drive, Kallaroo if supported by Council will be considered as part of future budget development processes.

The Motion was Put and CARRIED (9/3)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Logan, May, McLean and Poliwka.
Against the Motion: Crs Jones, Kingston and Thompson.

Appendix 16 refers

To access this attachment on electronic document, click here: Attach16brf230613.pdf

CJ103-06/23 PETITION - LEAFY CITY PROGRAM - SIZE AND PLACEMENT OF TREES AFFECTING VIEWS

WARD	All
RESPONSIBLE A/DIRECTOR	Mr Michael Hamling Infrastructure Services
FILE NUMBER	106542, 101515
ATTACHMENTS	Nil
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider a petition requesting smaller trees to be planted as part of the City's Leafy City Program where views will be affected.

EXECUTIVE SUMMARY

Street trees are an important natural asset which help maintain liveable urban environments and provide a wide range of environmental, aesthetic and social benefits to the community. Increasing canopy cover throughout the City improves the comfort of pedestrian movement and reduces the 'urban heat island' effect generated by existing hardstand surfaces.

The City's *Leafy City Program*, implemented since 2015-16, supports these objectives and establishes a vision for the City to create cooler, inviting green urban spaces for residents, as well as to mitigate the environmental impact of climate change and rapid urban growth. To date, over 4,500 trees have been planted in the suburbs of Beldon, Craigie, Heathridge, Padbury, Kinross, Currambine, Woodvale, Greenwood, Kingsley, Kallaroo, Mullaloo and Warwick.

During this latest phase of the Leafy City Program, approximately 1,815 trees will be planted in the suburbs of Mullaloo, Edgewater and Duncraig.

A petition of 27 Electors was received by Council at its meeting held on 23 May 2023 (C050-05/23 refers). The petition requested that Council:

"*Take consideration for residents views when undertaking tree planting and plant smaller trees i.e. Bottlebrush where views will be affected.*"

Tree species selection for the Leafy City Program is undertaken by the City's qualified arborist to ensure the goals of the program as outlined previously in Report CJ103-06/23 are met and take into account a range of considerations to ensure the maximum viability for the tree to reach maturity.

Prior to the commencement of planting, affected residents are afforded an opportunity to contact the City to discuss tree positioning options within current guidelines to further assist with sightlines, potential view obstruction and parking.

It is therefore recommended that Council:

1 NOTES that the selection of tree species will be on the basis of species that will perform best as a street tree in each specific location and deliver the highest potential to increase the City's urban canopy;

2 NOTES that the location and planting of street trees as part of the Leafy City Program is carried out in accordance with the various guidelines as outlined in Report CJ076-05/23;

3 NOTES that the City provides the opportunity for affected residents to discuss tree planting locations within current guidelines to further assist with sightlines, potential view obstructions and parking prior to planting;

4 DOES NOT SUPPORT the petitioners request to plant smaller trees where views will be affected;

5 ADVISES the lead petitioner of its decision.

BACKGROUND

Leafy City Program

Initiated in 2015-16, the City's *Leafy City Program* was introduced to increase the canopy cover of its suburbs through targeted street tree planting, focusing on suburban streetscapes. The program seeks to mitigate the environmental impact of climate change and rapid urban growth, with a vision of creating resilient, cooler and inviting green urban spaces.

The overarching goals of the program are as follows:

Goal 1 Increase canopy coverage.
Goal 2 Reduce urban heat island effect.
Goal 3 Encourage vegetation retention.
Goal 4 Improve vegetation health and longevity.

Program roll-out is determined through thermal mapping and tree-canopy surveying undertaken across the City every two years, to identify the hottest areas that would most benefit from targeted street tree planting to achieve the above mentioned goals.

Upon identifying preferred sites, assessments are undertaken by the City's Arborist to investigate the current site conditions (for example; soil and weather conditions), existing infrastructure, services and trees in the area, to inform appropriate tree species selection for the suburb. Species selection aims to improve the successful, healthy development and longevity of the street tree, whilst mitigating future sightline and infrastructure impacts.

In terms of specific planting locations, trees are situated away from the property boundary, and near the road / path network to minimise interference with any private property and to maximise shading over hardstand areas. Tree locations are reviewed by the City's engineers and consider factors such as service locations, traffic sightlines, growth offsets and pedestrian thoroughfares in accordance with current compliance guidelines.

To date, over 4,500 trees have been successfully planted under the program throughout the suburbs of Beldon, Craigie, Heathridge, Padbury, Kinross, Currambine, Woodvale, Greenwood, Kingsley, Kallaroo, Mullaloo and Warwick.

During this latest phase of the Leafy City Program, approximately 1,815 trees will be planted in the suburbs of Mullaloo, Edgewater and Duncraig.

Prior to the commencement of any planting, the City undertakes direct engagement with affected residents to provide:

- details on the aims of the program
- the location of affected streets from which planting will take place
- a list of selected species identified for each location
- an opportunity to contact the City to discuss tree positioning options within current guidelines to further assist with sightlines, potential view obstruction and parking.

The City does not provide an option for residents to opt out of the program due to all trees being planted on the verge, which form part of the City's road reserve, and is managed and maintained as a City asset. This is also important to ensure the benefits and goals of the program are maximised.

Previous Petitions

At its meeting held on 17 April 2018 (CJ067-04/18 refers), Council considered a report in response to a petition regarding tree planting on verges as part of the *Leafy City Program*.

This petition requested that Council immediately remove all trees recently planted in suburbs based on a range of concerns including a lack of community consultation, the potential for damage to property and services, fire risks, maintenance of trees and requested the Council to indemnify homeowners against any damage caused by the root systems of the newly planted trees. Council resolved as follows:

"1 DOES NOT SUPPORT the matters raised in the petition received by Council (C71-10/17 refers) for the following reasons:

1.1 the City engaged with residents regarding the planting of street trees as part of the Leafy City Program in accordance with the City's Community Consultation and Engagement Policy;

1.2 the location and planting of street trees as part of the Leafy City Program was carried out in accordance with the "Utility Providers Code of Practice" and the Western Australia Planning Commission (WAPC) publication "Liveable Neighbourhoods";

1.3 no hazardous or toxic street trees have been planted by the City;

1.4 the location and planting of street trees as part of the Leafy City Program within bushfire prone areas complies with the Building Protection Zone Standards publication produced by the Department of Fire and Emergency Services (DFES);

1.5 the City is responsible for the maintenance of street trees and does so in accordance with the City's Tree Management Guidelines;

1.6 the City will only remove street trees in in accordance with the City's Tree Management Guidelines;

1.7 the tree species list for the Leafy City Program was formulated by taking into account the geology and site specific circumstances;

2 ADVISES the lead petitioners of its decision."

At its meeting held on 18 April 2023 (C037-04/23 refers), Council received a 41 signature petition from residents of the City of Joondalup requesting Council:

"Raise the below matter of cease and desist of the Leafy City Program in West View Boulevard, Mullaloo for the point of the Council or Committee to vote on the petition following the considered issues raised in the petition:

a) Traffic hazard – line of site impaired when driving due to the road winding/ascending. Street parking required as the trees reduce verge parking making the road more hazardous. School children less visible due to trees.

b) Property damage – tree roots destroying sewerage lines located on north side of West View Boulevard and tree roots creating an uneven footpath (negligence-tripping hazard) on the south side of West View Boulevard. Road uprooting.

c) Leaf litter hazard – liquid amber trees leaves dropping in autumn will make roads more slippery, with rain, and is expected to be managed by residents through their resources (unreasonable/unlawful expectation)."

In relation to the matters raised, Council considered a report at its meeting held on 23 May 2023 (CJ076-05/23 refers) which detailed a number of publications that guided the City on best practice approaches to effectively locating street trees in a manner that mitigates interference with utility services, path networks and traffic sightlines and reduces bushfire hazards within an urban environment. The report also noted that the form and shape of street trees will change over time, therefore, the City cannot guarantee that trees will never impact on existing or future infrastructure but will manage issues if and when they arise.

Finally, the report detailed that as a City asset, the maintenance of street trees is managed in accordance with the City's *Tree Management Guidelines* and scheduled maintenance activities, including programmed works such as pruning, street sweeping and watering where relevant. Council resolved as follows:

"1 DOES NOT SUPPORT the matters raised in the petition received by Council at its meeting held on 18 April 2023 (C037-04/23 refers) for the following reasons:

1.1 the location and planting of street trees as part of the Leafy City Program is carried out in accordance with the various guidelines as outlined in Report CJ076-05/23;

1.2 the City is responsible for the maintenance of street trees and does so in accordance with the City's Tree Management Guidelines and scheduled maintenance activities;

1.3 the tree species list for the Leafy City Program was formulated by taking into account the geology and site specific circumstances;

2 ADVISES the lead petitioner of its decision."

Other Decisions of Council

At its meeting held on 23 May 2023, Council considered a report in relation to motions moved by community members at the Annual General Meeting of Electors held on 7 March 2023. Motion 47 requested that the City, in relation to the Leafy City Program, use a minimum of 50% native and endemic species for street planting in every suburb, so that not only tree canopy is created through planting of street trees but also foraging opportunities and habitat for local species.

In response to the motion, Council was informed, amongst other things, that the City has selected tree species based on which species will best survive and reach maturity as a good specimen for each road. Therefore, the City is not supportive of meeting any specific native/exotic percentage split as trees are selected on the basis of their potential to survive and thrive in response to the site-specific considerations of each street.

Council, in relation to Motion No. 47 carried at the Annual General Meeting of Electors, resolved as follows:

"1 NOTES the current native/exotic percentage split for trees species used in the Leafy City Program;

2 NOTES that the selection of tree species will be on the basis of species that will perform best as a street tree in each specific location and deliver the highest potential to increase the City's urban canopy."

DETAILS

At its meeting held on 23 May 2023 (C050-05/23 refers), Council received a 27 signature petition from residents of the City of Joondalup requesting that the Council:

"*Take consideration for residents views when undertaking tree planting and plant smaller trees i.e. Bottlebrush where views will be affected. Views being ocean views, park views or city views. An example being on Chessell Drive where Pines and tuckeroo trees are planned to be planted under the leafy tree programme. The trees will affect some residents views and where views are affected plant bottlebrush or similar small trees. Common sense approach allows for trees to still be planted but not affect residents views and property values."*

Tree species selection for the Leafy City Program is undertaken by the City's qualified arborist to ensure the goals of the program as outlined previously in Report CJ103-06/23 are met and take into account a range of considerations to ensure the maximum viability for the tree to reach maturity. These considerations include the following:

- Soil composition.
- Available space to meet root space requirements.
- Underground and overhead services in line with root development and tree size.
- Sightline requirements in line with tree growth habits.
- Coastal proximity in line with species wind and salinity tolerance.
- Prolific large fruit/nut drop impacting pedestrian and universal access requirements.
- Existing tree species thriving in the area.

Prior to the commencement of planting, affected residents are afforded an opportunity to contact the City to discuss tree positioning options within current guidelines to further assist with sightlines, potential view obstruction and parking. This is considered on a case-by-case basis and where possible, trees are located in such way to minimise the impact on views whilst still meeting the goals of the Leafy City Program.

Issues and options considered

The options available to Council are to:

- support the petitioners' request as outlined in Report CJ103-06/23
  or
- not support the petitioner' request.

It is the City's recommendation that the petitioners' request is not supported as the concern raised in the petition has been addressed by the City through the planning and implementation process of the *Leafy City Program* that has been developed and refined over many years.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*

10-Year Strategic Community Plan

Key theme Place.

Outcome Attractive and leafy – you have access to quality public open spaces and enjoy appealing streetscapes.

Policy Not applicable.

While there is no policy underpinning the proposed program, associated City plans for reference are as follows:

- *Environment Plan 2014 – 2019 (currently being reviewed).*
- *Climate Change Strategy 2014 – 2019 (currently being reviewed).*
- *Waterwise Council Action Plan 2021 - 2026*
- *City of Joondalup Tree Management Guidelines.*

Risk management considerations

During the development of the *Leafy City Program* the City considered potential risks associated with the implementation of this program. A number of these considerations have already been outlined in the details of this and previous reports to Council.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

The provision of trees is a climate change mitigation strategy as outlined in the *City's Climate Change Strategy 2014-2019*.

Natural shade from a mature tree canopy reduces exposure to ultra-violet rays and provides additional benefits such as:

- reducing ambient air temperature via transpiration through leaves
- makes communities more liveable for people and their activities
- contributes to general health and well being
- oxygenate and clean the air
- provide canopy and habitat for wildlife
- helps prevent soil erosion
- reduces evaporation and wind speed
- reduces the average vehicle speed along tree lined roads.

Consultation

Community engagement for the *Leafy City Program* has been carried out in accordance with the City's *Community Consultation and Engagement Policy*. Engagement was undertaken in a two-stage approach.

In the first stage, the whole of the City of Joondalup was engaged through the provision of materials to inform, educate and promote the *Leafy City Program* and the benefits of planting trees. This was achieved via the following:

- Information on the City's website, including frequently asked questions.
- Posters and static displays in the City's Administration Offices, City Library and Customer Service Centres.
- Social media posts.
- Bus seat advertising in relevant locations.

Stage two of the engagement included the following:

- A personalised notification letter sent to residents within the identified project areas, including the opportunity to liaise with the City on the proposed tree location prior to planting commencing.
- Tree information sheets uploaded onto the City's website.
- Media release.
- Social media posts.

COMMENT

Street trees are an important natural asset which helps maintain liveable urban environments and provide a wide range of environmental, aesthetic and social benefits to the community. The benefits of planting trees in suburban streetscape include reducing ambient air temperature, reducing the 'urban heat island' effect generated by existing hardstand surfaces, cleaning air by absorbing polluting gases, improving visual street amenity, creating safer walking environments, reducing cooling energy consumption costs and saving water through reduced evaporation rates.

While an increase in the City's canopy cover will not been seen in the immediate future, the *Leafy City Program* is a long-term initiative that will involve generational change with a vision to create resilient and cooler urban spaces within the City.

VOTING REQUIREMENTS

Simple Majority.

Cr Kingston left the Chamber at 10.06pm.
Cr Raftis entered the Chamber at 10.07pm.
Cr Kingston entered the Chamber at 10.09pm.

MOVED Cr Fishwick, SECONDED Cr Hamilton-Prime that Council:

1 NOTES that the selection of tree species will be on the basis of species that will perform best as a street tree in each specific location and deliver the highest potential to increase the City's urban canopy;

2 NOTES that the location and planting of street trees as part of the Leafy City Program is carried out in accordance with the various guidelines as outlined in Report CJ076-05/23;

3 NOTES that the City provides the opportunity for affected residents to discuss tree planting locations within current guidelines to further assist with sightlines, potential view obstructions and parking prior to planting;

4 DOES NOT SUPPORT the petitioners request to plant smaller trees where views will be affected;

5 ADVISES the lead petitioner of its decision.

During debate it was requested that Part 4 be voted upon separately.

MOVED Cr Fishwick, SECONDED Cr Hamilton-Prime that Council:

1 NOTES that the selection of tree species will be on the basis of species that will perform best as a street tree in each specific location and deliver the highest potential to increase the City's urban canopy;

2 NOTES that the location and planting of street trees as part of the Leafy City Program is carried out in accordance with the various guidelines as outlined in Report CJ076-05/23;

3 NOTES that the City provides the opportunity for affected residents to discuss tree planting locations within current guidelines to further assist with sightlines, potential view obstructions and parking prior to planting;

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

MOVED Cr Fishwick, SECONDED Cr Hamilton-Prime that Council:

4 DOES NOT SUPPORT the petitioners request to plant smaller trees where views will be affected;

The Motion was Put and CARRIED (7/6)

In favour of the Motion: Mayor Jacob, Hamilton-Prime, Hill, Kingston, May, McLean and Thompson.
Against the Motion: Crs Chester, Fishwick, Jones, Logan, Poliwka and Raftis.

MOVED Cr Fishwick, SECONDED Cr Hamilton-Prime that Council:

5 ADVISES the lead petitioner of its decision.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

CJ104-06/23 APPOINTMENT OF ACTING MEMBER TO MINDARIE REGIONAL COUNCIL

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	03149, 101515
ATTACHMENTS	Nil
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to appoint an Elected Member to act for Mayor Jacob at the Mindarie Regional Council Meeting (MRC) to be held on 13 July 2023.

EXECUTIVE SUMMARY

The MRC comprises delegates from each of the following member local governments:

- City of Joondalup
- City of Perth
- City of Stirling
- City of Vincent
- City of Wanneroo
- Town of Cambridge
- Town of Victoria Park.

The City of Joondalup is represented on the MRC by two Elected Members being Mayor Jacob and Cr Christopher May. The next meeting of the MRC is scheduled to occur on Thursday 13 July 2023 however, Mayor Jacob will be on an approved Leave of Absence and will be unable to attend. It is therefore necessary to appoint an alternative elected member to act as the City of Joondalup member for the meeting on 13 July 2023.

It is therefore recommended that Council:

1 in accordance with the provisions of section 52 of the Interpretation Act 1984, APPOINTS an elected member to act as a member and represent the City of Joondalup at the Mindarie Regional Council meeting to be held on Thursday 13 July 2023;

2 ADVISES the Mindarie Regional Council of its decision.

BACKGROUND

The MRC is a regional local government established for the purpose of delivering effective, efficient and environmental sound waste treatment and disposal and leading its community in sustainable waste management philosophy.

The MRC was formed in 1981 when the Cities of Perth, Stirling and Wanneroo purchased land in Perth's northern corridor that included a parcel of land deemed suitable for a landfill site. Formal incorporation and registration of the MRC occurred on 22 December 1987 when the Governor in Executive Council gave approval.

The MRC is now one of Western Australia's largest waste management authorities and manages waste disposal for each of its member Councils.

No deputies are appointed to the MRC. Legal advice has confirmed that an alternate member to serve on the MRC can only be made under specific circumstances and not on an ongoing basis.

It is important to note, therefore, that should any of the Council's appointed representatives not be available to attend a meeting of the MRC, a Council resolution is required to appoint an alternate member for the specified period that the member is not available, in accordance with sections 52(1)(b) and (c) of the *Interpretation Act 1984,* which provides:

52. Power to appoint includes power to remove, suspend, appoint acting officer etc.

(1) Where a written law confers a power or imposes a duty upon a person to make an appointment to an office or position, including an acting appointment, the person having such power or duty shall also have the power -

(b) where a person so appointed to an office or position is suspended or unable, or expected to become unable, for any other cause to perform the functions of such office or position, to appoint a person to act temporarily in place of the person so appointed during the period of suspension or other inability but a person shall not be appointed to so act temporarily unless he is eligible and qualified to be appointed to the office or position; and

(c) to specify the period for which any person appointed in exercise of such a power or duty shall hold his appointment.

DETAILS

The next meeting of the MRC is scheduled to occur on Thursday 13 July 2023. Mayor Jacob, as one of the appointed delegate for the City of Joondalup, is unable to attend and it is therefore necessary to appoint an alternative elected member to act as the City of Joondalup member for this meeting to ensure the City's interests are fully represented.

Issues and options considered

Council can either:

- appoint another elected member to act in the place of Mayor Jacob for the meeting to be held on Thursday 13 July 2023
  or
- not appoint another elected member.

Legislation / Strategic Community Plan / Policy implications

Legislation *Interpretation Act 1984*

52. Power to appoint includes power to remove, suspend, appoint acting officer etc.

(1) Where a written law confers a power or imposes a duty upon a person to make an appointment to an office or position, including an acting appointment, the person having such power or duty shall also have the power -

(b) where a person so appointed to an office or position is suspended or unable, or expected to become unable, for any other cause to perform the functions of such office or position, to appoint a person to act temporarily in place of the person so appointed during the period of suspension or other inability but a person shall not be appointed to so act temporarily unless he is eligible and qualified to be appointed to the office or position; and

(c) to specify the period for which any person appointed in exercise of such a power or duty shall hold his appointment.

10-Year Strategic Community Plan

Key theme Leadership.

Outcome Capable and effective – you have an informed and capable Council backed by a highly skilled workforce.

Policy Not applicable.

Risk management considerations

The risk to the City of Joondalup is that if another member is not appointed to represent the City in the absence of Mayor Jacob, then the City will not be fully represented and therefore not have its allocated voting rights on matters before the MRC.

Financial / budget implications

Not applicable.

Regional significance

The purpose of the MRC is to deliver effective, efficient and environmentally sound waste treatment and disposal and leading its community in sustainable waste management philosophy.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

It is considered important that Council exercises its ability to be represented at each and every meeting of the MRC. It is recommended that an Elected Member be appointed to represent the City at the MRC meeting to be held on Thursday 13 July 2023.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council:

1 in accordance with the provisions of section 52 of the *Interpretation Act 1984* APPOINTS an elected member to act as a member and represent the City of Joondalup at the Mindarie Regional Council meeting to be held on Thursday 13 July 2023;

2 ADVISES the Mindarie Regional Council of its decision.

Cr May left the Chamber at 10.11pm.

MOVED Cr Fishwick, SECONDED Mayor Jacob that Council:

1 in accordance with the provisions of section 52 of the *Interpretation Act 1984* APPOINTS Cr Hill to act as a member and represent the City of Joondalup at the Mindarie Regional Council meeting to be held on Thursday 13 July 2023;

2 ADVISES the Mindarie Regional Council of its decision.

The Motion was Put and CARRIED (12/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, McLean, Poliwka, Raftis and Thompson.

REPORTS OF THE CHIEF EXECUTIVE OFFICER

Disclosure of Interest affecting Impartiality

Name / Position	**Cr Daniel Kingston.**
Item No. / Subject	CJ105-06/23 - Public Access Ways Planting and Maintenance Program.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Members of the Lakeview Contemplation Garden are known to Councillor Kingston. A member of Councillor Kingston's family was responsible for putting the PAW (Public Access Way) Policy at the Annual General Meeting. Councillor Kingston lives adjacent to a PAW.

CJ105-06/23 PUBLIC ACCESS WAYS PLANTING AND MAINTENANCE PROGRAM

WARD	All
RESPONSIBLE ACTING DIRECTOR	Mr Michael Hamling Infrastructure Services
FILE NUMBER	09178, 101515
ATTACHMENTS	Attachment 1 Community Garden Guidelines
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to re-consider its decision at the Council meeting on 23 May 2023, in relation to Parts 15.2 and 39.1 of the Item on the Minutes of the Annual General Meeting of Electors held on 7 March 2023 (CJ067-05/23 refers).

EXECUTIVE SUMMARY

At the Council Meeting held on 23 May 2023, Council considered an Item in relation to the Minutes of the Annual General Meeting of Electors held on 7 March 2023 (CJ067-05/23 refers). Electors Motion 15 and 39 both related, in part, to the requirement to indemnify the City against damage to people or property as a result of works undertaken in public access ways (PAW) under the PAW planting and maintenance program.

Part 15.2 and 39.1 of CJ067-05/23 are contradictory in that one supports the removal of the requirement to indemnify the City, and the other does not support the removal of the requirement to indemnify the City against damage to people or property as a result of works undertaken in a Public Access Way.

"15.2 SUPPORTS the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;

39.1 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;"

The City does not have any insurance cover against any claim for loss, damage, or injury arising from works undertaken in public access ways by third parties, such as residents or a community group, and therefore, if the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting is removed, the City will be required to pay out any successful claim against the City.

Motions 15 and 39 moved by Electors at the Annual General Meeting of Electors held on 7 March 2023 and subsequent deputations from the proponents for the Lakeview Contemplation Garden has highlighted to the City the need to reconsider how this community project is managed and supported by the City. It is evident that the support the group is now seeking from the City is more in line with the City's Community Garden Guidelines process for a new community garden which includes the development of a Land Use Agreement.

It is therefore recommended:

That Council:

1 BY ABSOLUTE MAJORITY AMENDS Part 15.2 of its decision of 23 May 2023 (CJ067-05/23 refers) from 'Supports' to 'Does not support' as follows:

"15.2 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting"

2 REQUESTS the Chief Executive Officer to implement options to support the Lakeview Contemplation Garden Group in line with the City's Community Garden Guidelines.

BACKGROUND

At the Council Meeting held on 23 May 2023, Council considered an Item in relation to the Minutes of the Annual General Meeting of Electors held on 7 March 2023 (CJ067-05/23 refers).

MOTION NO. 15

Electors Motion 15, as passed by the Electors present at the AGM, was as follows:

MOVED J Tostevin, SECONDED B Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to support the Lakeview Contemplation Garden (LCG) by way of the following:

1 developing and signing a Memorandum of Understanding between the City of Joondalup and the LCG that will provide a basis on which LCG can have certainty and commitment from the City, sufficient for the requirements of funding organisations such as Lotterywest;

2 removing LCG from the 'Pedestrian Accessway Planting and Maintenance' Program' and the requirement to 'Indemnify the City against damage to people or property as a result of the works undertaken in the PAW planting';

3 filling the 2,000 litre container/s (which will be used for watering the plants) on a fortnightly basis for a period of not less than three years.

Officer's comment

The Officer's comment for Electors Motion 15 was provided as follows:

Lakeview Park, Edgewater is classified as low priority urban landscaping under the *City of Joondalup Public Open Space Framework* consisting of a small (755m^2) non-irrigated parcel of land boarded mostly by residential properties and is considered by the City to be an extension of the existing Public Access Way (PAW) linking Lakeview Drive and Ridge Close which is used as a path network.
At its meeting held 15 March 2022 (CJ041-03/22 refers), Council considered a petition seeking support from Council for the community to create a native contemplative garden in Edgewater and resolved as follows:

"1 NOTES the request from the Petition of Electors to create a native contemplation garden at Lakeview Park in Edgewater is consistent with the City's recently established on-line process enabling applications to be received for Pedestrian Accessway Planting and Maintenance;

2 SUPPORTS Lakeview Park in Edgewater as a site suitable for consideration under the City's Pedestrian Accessway Planting and Maintenance application process;

3 NOTES that if supported in Part 2 above, an application will need to be submitted to the City for assessment in line with the City's on-line application process;

4 ADVISES the lead petitioner of Council's decision."

The approval is subject to a number of conditions the applicants must commit to as follows:

- Maintaining the PAW in a safe, good and tidy condition.
- Keeping footpaths clear of landscaping and trip hazards.
- Not using any chemical weed control.
- Adhering to the *Local Government and Public Property Local Law 2014* including planting of approved species only.
- Maintaining a one metre plant clearance zone from any City or public utility infrastructure such as, but not limited to, lighting, street signs, traffic signs, control boxes to name a few.
- Indemnifying the City against damage to people or property as a result of the works undertaken in the PAW.
- Reinstating the planting following works undertaken by the City or other service authorities.

Applicants must also note the following:

- Built structures, staking, plants with thorns and the planting of trees is not permitted.
- The City is not liable for any damage or vandalism to plants or landscaping treatments.
- The City will not supply plants, mulch or other landscaping materials to undertake the works.
- The City will not provide financial or practical assistance to undertake the works.
- The Pedestrian Accessway Planting and Maintenance Register does not apply to parks, reserves, or natural areas.

- Residents and stakeholders are responsible for the planting and maintenance of the PAW in its entirety (not just the section/s immediately adjoining their property).
- It is the responsibility of the applicants to pay for any damage caused to private, City or public utility infrastructure during the planting and maintenance process. If any damage or disturbance occurs to infrastructure, ensure you contact the City immediately.
- Residents and stakeholders must reapply every two years to ensure the continuing support of the adjoining property owners.

Based on the above it is the City's view that the Council resolution (CJ041-03/22 refers) is specific enough to show support for this project and it has been provided to the lead petitioner and a separate MOU is not required. A letter of support can again be provided to assist in funding applications to funding agencies if required.

One of the key conditions as detailed above is the requirement for the applicants to indemnify the City against damage to people or property as a result of the works undertaken in the PAW. This requirement is a standard condition and is not linked only to the Pedestrian Accessway Planting and Maintenance Program. It would be irresponsible to allow anybody to undertake works on public land under the care and control of the City without requiring this indemnification.

The request from residents to undertake additional works on public open space outside the level of service that the City provides such as the Lakeview Contemplation Garden can be supported on the condition that the City does not provide financial or practical assistance to undertake the works.

This condition is to ensure that the Pedestrian Accessway Planting and Maintenance process does not circumvent the prioritisation process of Capital Works Projects for consideration in the Capital Works Program. Otherwise, applicants could use this process to seek approval for works and then apply to the City to fund the works.

<u>Officer's recommendation</u>

The Officer's recommendation for Electors Motion 15 was provided as follows:

That Council, in relation to Motion No. 15 carried at the Annual General Meeting of Electors:

1 DOES NOT SUPPORT the development and signing a Memorandum of Understanding between the City of Joondalup and the Lakeview Contemplative Garden noting a letter of support can again be provided if required for grant applications;

2 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;

3 DOES NOT SUPPORT the request for further financial or practical assistance from the City towards this project.

During debate Cr Kingston foreshadowed an alternate motion for Electors Motion No. 15. The Officer's recommendation was LOST (5/7) and the following alternate motion was passed (10/2):

15 in relation to Motion No. 15 carried at the Annual General Meeting of Electors:

15.1 SUPPORTS the development and signing a Memorandum of Understanding between the City of Joondalup and the Lakeview Contemplative Garden noting a letter of support can again be provided if required for grant applications;

15.2 SUPPORTS the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;

15.3 NOTES the City can support the request to fill water containers;

MOTION NO. 39

Later in the meeting, Council considered Electors Motion No. 39. Electors Motion 39, as passed by the Electors present at the AGM, was as follows:

MOVED B Hewitt, SECONDED J Tostevin that the Electors of the City of Joondalup REQUEST that Council instruct the City to remove from the 'Pedestrian Accessway Planting and Maintenance' program the requirements to 'Indemnify the City against damage to people or property as a result of the works undertaken in the PAW Planting'.

Officer's comment

The Officer's comment for Electors Motion 39 was provided as follows:

For applications under the City's Pedestrian Accessway Planting and Maintenance program, approval is subject to a number of conditions the applicants must commit to as follows:

- Maintaining the PAW in a safe, good and tidy condition.
- Keeping footpaths clear of landscaping and trip hazards.
- Not using any chemical weed control.
- Adhering to the *Local Government and Public Property Local Law 2014* including planting of approved species only.
- Maintaining a one metre plant clearance zone from any City or public utility infrastructure such as, but not limited to, lighting, street signs, traffic signs, control boxes to name a few.
- Indemnifying the City against damage to people or property as a result of the works undertaken in the PAW.
- Reinstating the planting following works undertaken by the City or other service authorities.

Applicants must also note the following:

- Built structures, staking, plants with thorns and the planting of trees is not permitted.
- The City is not liable for any damage or vandalism to plants or landscaping treatments.
- The City will not supply plants, mulch or other landscaping materials to undertake the works.
- The City will not provide financial or practical assistance to undertake the works.
- The Pedestrian Accessway Planting and Maintenance Register does not apply to parks, reserves, or natural areas.
- Residents and stakeholders are responsible for the planting and maintenance of the PAW in its entirety (not just the section/s immediately adjoining their property).
- It is the responsibility of the applicants to pay for any damage caused to private, City or public utility infrastructure during the planting and maintenance process. If any damage or disturbance occurs to infrastructure, ensure you contact the City immediately.
- Residents and stakeholders must reapply every two years to ensure the continuing support of the adjoining property owners.

One of the key conditions as detailed above is the requirement for the applicants to indemnify the City against damage to people or property as a result of the works undertaken in the PAW. This requirement is a standard condition, and not linked to the Pedestrian Accessway Planting and Maintenance Program. It would be irresponsible to allow anybody to undertake works on public land under the care and control of the City without requiring this indemnification.

Officer's recommendation

The Officer's recommendation for Electors Motion 39 was provided as follows:

That Council, in relation to Motion No. 39 carried at the Annual General Meeting of Electors DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting.

The Officer's recommendation for Electors Motion 39 was carried as follows:

39 in relation to Motion No. 39 carried at the Annual General Meeting of Electors:

39.1 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;

DETAILS

Part 15.2 and 39.1 of Item CJ067-05/23 are contradictory in that one supports the removal of the requirement to indemnify the City, and the other does not support the removal of the requirement to indemnify the City against damage to people or property as a result of works undertaken in a Public Access Way.

"15.2 SUPPORTS the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;

39.1 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;"

Advice has been sought from WALGA, and a response provided as follows:

> *"Where Council resolutions conflict with one another (whether or not this occurs at the same meeting) WALGA recommends that a report should be taken to Council with a recommendation to revoke one or the other of the conflicting resolutions under Admin Reg 10. We would also normally advise there be a slight departure from normal procedure in the wording of the Officer Recommendation, where it would be prudent to not specifically recommend which resolution to revoke.*
>
> *However on this occasion I note the issue relates to indemnifying the City, and that the City provided the following guidance in relation to the Electors' resolution in the Agenda:*
>
> *One of the key conditions as detailed above is the requirement for the applicants to indemnify the City against damage to people or property as a result of the works undertaken in the PAW. This requirement is a standard condition, and not linked to the Pedestrian Accessway Planting and Maintenance Program. It would be irresponsible to allow anybody to undertake works on public land under the care and control of the City without requiring this indemnification.*

Given the importance of the question of indemnification, the City may determine to seek and provide additional advice to the next Council meeting on any consequences of the removal of indemnification that may not have been disclosed at the meeting of 23 May.

If that were the case, the Officer's Report and Recommendation could be worded to recommend an outcome that protects the interests of the City, rather than an outcome that simply clarifies a contradiction."

The City has also sought advice from the City's insurer, LGIS, who has provided the following advice:

"Firstly, community gardens and projects of the same ilk are obviously beneficial to a community for many reasons, however there must be strict controls in place for the protection and safety of all, not only the residents undertaking the works but also the general public. The larger the area of the garden, the greater the issues become.

Not only do the residents need to indemnify the City against damage/injuries to all people but before any works commence, must have insurance and a current certificate of insurance, with a recommended Public liability cover of $20,000,000.

LGIS does not offer insurance to residents for these programs. They will need to source their own insurance through either a broker or commercial provider.

Aside from what you already have in place, it is also important to have agreements in place as to what will happen to the community garden/structures, in terms of maintenance ownership etc, should the group lose interest in continuing the project."

Issues and options considered

That Council:

1 AMENDS Part 15.2 of its decision of 23 May 2023 (CJ067-05/23 refers) from 'Supports' to 'Does not support' as follows:

15.2 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;

This option is recommended for the reasons provided in this report.

1 AMENDS Part 39.1 of its decision on 23 May 2023 (CJ067-05/23 refers) from 'Does not support' to 'Supports' as follows:

39.1 SUPPORTS the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting;

This option is not recommended for the reasons provided and risk and financial implications detailed in this report.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*
Local Government (Administration) Regulations 1996.

10. Revoking or changing decisions (Act s. 5.25(1)(e))

(1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —

(a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or

(b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(2) If a decision is made at a council or committee meeting, any decision to revoke or change the decision must be made by an absolute majority.

(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

[Regulation 10 amended: Gazette 31 Mar 2005 p. 1030; SL 2020/213 r. 16.]

10-Year Strategic Community Plan

Key theme Leadership.

Outcome Engaged and informed – you are able to actively engage with the City and have input into decision-making.

Policy Not applicable.

Risk management considerations

The City does not have any insurance cover against any claim for loss, damage, or injury arising from works undertaken in public access ways by third parties, such as residents on a community group, and therefore, if the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting is removed, the City will be required to pay out any successful claim against the City.

Financial / budget implications

Successful claims against the City can be up to millions of dollars.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

The City will contact the Lakeview Contemplation Garden group to discuss options to support them in line with the City's Community Garden Guidelines if supported by Council.

COMMENT

The City of Joondalup Community Garden Guidelines were developed to assist community groups to establish and manage successful, sustainable community gardens on public land within the City of Joondalup (Attachment 1 refers). Through these guidelines, the City helps facilitate community gardens to be self-managed in a sustainable way by the community.

Motions 15 and 39 moved by Electors at the Annual General Meeting of Electors held on 7 March 2023 and subsequent deputations from the proponents for the Lakeview Contemplation Garden has highlighted to the City the need to reconsider how this community project is managed and supported by the City. It is evident that the support the group is now seeking from the City is more in line with the City's Community Garden Guidelines process for a new community garden which includes the development of a Land Use Agreement.

Once a community garden group is established and incorporated, it has the opportunity to apply for funding through the City's Community Funding Program for eligible projects in line with funding guidelines. This opportunity is currently not available for the Lakeview Contemplation Garden group.

It should be noted that for community gardens, groups are required to indemnify the City against any claim for loss, damage or injury arising out of the groups occupation and use of the community garden and requires the group to obtain and maintain a public liability insurance policy to indemnify the City against any claims for damages arising from the group's activities.

VOTING REQUIREMENTS

Absolute Majority.

OFFICER'S RECOMMENDATION

That Council:

1 BY ABSOLUTE MAJORITY AMENDS Part 15.2 of its decision of 23 May 2023 (CJ067-05/23 refers) from 'Supports' to 'Does not support' as follows:

"15.2 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting"

2 REQUESTS the Chief Executive Officer to implement options to support the Lakeview Contemplation Garden Group in line with the City's Community Garden Guidelines.

CALL FOR ONE-THIRD SUPPORT

In accordance with regulation 10 of the *Local Government (Administration) Regulations 1996*, one-third support of the number of offices of members of the Council was given by the following Elected Members:

1 Cr Thompson.
2 Cr Raftis.
3 Cr Logan.
4 Cr Hamilton-Prime.
5 Cr Chester.

Cr May entered Chamber at 10.14pm.

MOVED Cr Kingston, SECONDED Cr Jones that Council:

1 BY ABSOLUTE MAJORITY AMENDS Part 15.2 of its decision of 23 May 2023 (CJ067-05/23 refers) from 'Supports' to 'Does not support' as follows:

"15.2 DOES NOT SUPPORT the removal of the requirement to indemnify the City against damage to people or property as a result of the works undertaken in the Public Access Way planting";

2 REQUESTS the Chief Executive Officer to implement options to support the Lakeview Contemplation Garden Group in line with the City's Community Garden Guidelines.

The Motion was Put and CARRIED (12/1)

In favour of the Motion: Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.
Against the Motion: Cr Chester.

Appendix 17 refers

To access this attachment on electronic document, click here: Attach17agn230627.pdf

C063-06/23 COUNCIL DECISION – ADOPTION BY EXCEPTION RESOLUTION

MOVED Cr Jones, SECONDED Cr Poliwka that pursuant to the *City of Joondalup Meeting Procedures Local Law 2013* – Clause 4.8 – Adoption by exception resolution, Council ADOPTS the following items:

CJ086-06/23, CJ089-06/23, CJ090-06/23, CJ091-06/23, CJ092-06/23 and CJ095-06/23.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

C064-06/23 MOTION TO CHANGE THE ORDER OF BUSINESS

MOVED Mayor Jacob, SECONDED Cr Logan that Council, in accordance with clause 14.1 of the City *of Joondalup Meeting Procedures Local Law 2013*, suspends the operation of clause 4.3 – Order of Business of the *City of Joondalup Meeting Procedures Local Law 2013*, to enable the consideration of CJ107-06/23 - Proposal to Levy Differential Rates for the 2023-24 Financial Year, to be discussed prior to CJ106-06/23 - Draft 2023-24 Budget.

The Motion was Put and CARRIED (13/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

CJ106-06/23 DRAFT 2023-24 BUDGET

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services	
FILE NUMBER	110452, 101515	
ATTACHMENTS	Attachment 1	Draft 2023-24 Budget Executive Report
	Attachment 2	Draft 2023-24 Budget Statutory Statements and Notes
	Attachment 3	Capital Expenditure
	Attachment 4	Vehicle and Plant Replacement Program
	Attachment 5	Schedule of Fees and Charges
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

This Item was dealt with later in the meeting, after CJ107-06/23 - Proposal to Levy Differential Rates for the 2023-24 Financial Year, page 161 refers.

CJ107-06/23 PROPOSAL TO LEVY DIFFERENTIAL RATES FOR THE 2023-24 FINANCIAL YEAR

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	110452, 101515
ATTACHMENTS	Attachment 1 Community Consultation Outcomes Report: Proposal to Levy Differential Rates 2023-24
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

To consider submissions in response to the City's advertised proposal for applying differential rates for the 2023-24 financial year.

EXECUTIVE SUMMARY

At its meeting held on 23 May 2023 (CJ085-05/23 refers), Council resolved to propose differential rates to be levied in 2023-24 and to advertise seeking public submissions in relation to the proposed differential rates and minimum payments and requested that a report be presented to Council to consider any submissions received before the adoption of the draft *2023-24 Annual Budget*. The proposed rates represent a 3.25% increase in rates revenue compared to 2022-23, despite a significant rise in gross rental valuations in 2023-24.

The advertising period for submissions closed on Thursday 15 June 2023. Fourteen submissions were received, including two from residents/ratepayer associations. Five submissions supported the proposed differential rates, four submissions opposed the proposal, with others putting forward suggestions for the City to consider, including in respect of additional differential rates. Objections to the proposed differential rates were primarily in respect of the proposed increase in rates revenue as a consequence of the proposed differential rates, with reference to the prevailing economic conditions and City expenditure on projects and operations. Details of the consultation outcomes are provided in Attachment 1.

It is therefore recommended that Council APPLIES differential rates for rating in the 2023-24 financial year in accordance with Section 6.33 of the Local Government Act 1995 and that the differential rates and minimum payments for the draft 2023-24 Budget be those as advertised.

BACKGROUND

At its meeting held on 23 May 2023 (CJ085-05/23 refers), the report considered by Council set out the object and reasons for the proposed differential rates for the 2023-24 financial year.

Differential rating was introduced in 2008-09 to maintain the distribution of the rate burden between the classes of residential, commercial and industrial property following a revaluation. The relativities between the differentials have been adjusted at subsequent revaluations in 2011-12, 2014-15, 2017-18, 2020-21 and 2023-24.

In addition to a differential between classes of property the City has applied a differential between improved and vacant land within each of the classes of residential, commercial and industrial property. The City is keen to promote and encourage the development of vacant land. This can be done through a number of positive initiatives and in this regard the City makes a significant contribution to encourage and promote economic development. It can also be done by actively discouraging the holding of vacant and undeveloped land. In respect of the latter a higher differential rate imposed on vacant land than the rate applicable for improved land acts as an inducement to develop vacant land.

DETAILS

In accordance with the provisions of Section 6.36 of the *Local Government Act 1995* (the Act), the City advertised its intention to apply differential rating in the 2023-24 financial year and the proposed differential rates and undertook a community consultation process.

Resident/ratepayer groups were advised directly of the proposed differential rates for 2023-24, with advertising to the rest of the community by means of:

- public notice published on the Community Consultation section of the City's public website visible from 25 May 2023 to 15 June 2023
- item published in an eNewsletter sent on 25 May 2023 to subscribers to the City's Community Engagement Network
- item published in the Public Notice eNewsletter sent to subscribers on 25 May 2023;
- public notice published on Facebook on 25 May 2023
- public notice published on Linkedin on 25 May 2023
- public notice advertised in the PerthNow Joondalup community newspaper on 1 June 2023 and 8 June 2023.

The period of advertising was for a minimum 21 days during which the City invited submissions in relation to the proposed differential rates. The closing day for public submissions was Thursday 15 June 2023. 14 submissions were received.

The outcomes of the community consultation, including submissions received, are listed in Attachment 1 to this Report. Five submissions supported the proposed differential rates, four submissions opposed the proposal, with others putting forward suggestions for the City to consider, including in respect of additional differential rates for certain kinds of properties.

Some submissions referred to the City's expenditures and sought amelioration of such expenditure in lieu of increasing differential rates compared to the prior year.

Every three years, Gross Rental Values (GRV) of properties are revalued by the Valuer-General of Western Australia. A revaluation has been undertaken for 2023-24, and the outcomes indicate that residential GRVs in the metropolitan area have risen by an approximate average of 20%, compared to values in place in 2022-23. Residential GRVs in the City of Joondalup have also generally increased in line with this average, although individual suburbs and properties vary from this, considerably in several instances.

To offset the impact of the overall GRV rise, the proposed differential rates (c/$) for 2023-24 have been adjusted compared to 2022-23, with the residential improved c/$ being reduced, to ensure the proportion of rates yielded from residential, commercial and industrial properties are maintained from the prior years.

Residential improved properties comprise approximately 96% of all properties in the City. In considering the impact of the proposed differential rates on residential properties, it is important to remember that in a revaluation year, the impact of the change in valuations can impact individual property owners differently. From our modelling we can see that at either extreme, approximately 21% of properties will experience a rate reduction which is offset by approximately 30% which will experience a significant increase. Approximately another 27% will have an increase between 0% and 3.25% and approximately 22% will experience an increase between 3.2% and 5.8% (which is the prevailing rate of inflation at the time the report was written). Even if Council were to reduce the increase in yield, it will not prevent these changes in rates levied at either extreme which are triggered by the change in valuations not the rate in the dollar.

The proposed differential rates for 2023-24 are estimated to yield general rates revenue of $108,383,945 (excluding estimated interim rates revenue, business property discounts and specified area rates revenue), which is approximately 3.25% higher than general rates revenue generated in 2022-23.

The City's proposal to apply a higher differential to vacant residential land is considered to be soundly based and appropriate at this time.

Issues and options considered

The City is required under Section 6.36 of the *Local Government Act 1995* to consider any submissions received in relation to the proposed differential rates.

Council can either:

- amend any or all, of the differential rate, cents in the dollar and / or minimum payments proposed and advertised in accordance with the provisions of Sections 6.33 and 6.36 of the *Local Government Act 1995*
  or
- approve the differential rates as advertised for the draft *2023-24 Budget*.

Option 2 is recommended.

Legislation / Strategic Community Plan / Policy implications

Legislation

Section 6.33 of the *Local Government Act 1995* sets out the provisions in relation to differential rating and enables the City to apply separate rates in the dollar for different categories of property based on zoning, land use, whether they are improved or unimproved or any other characteristic or combination of characteristics prescribed.

Section 6.36 of the *Local Government Act 1995* requires that if the City intends to apply differential rating it must give local public notice of its intention to do so and invite submissions in relation to the proposed differential rates and minimum payments, within 21 days of the date of the notice. Before making a final resolution in relation to the setting of the rates in the dollar and the adoption of the budget the Council is required to consider any submissions received.

10-Year Strategic Community Plan

Key theme Leadership.

Outcome Accountable and financially sustainable - you are provided with a range of City services which are delivered in a financially responsible manner.

Policy Not applicable.

Risk management considerations

There are no risk management issues for applying a differential rate provided the statutory provisions are complied with.

Financial / budget implications

Analysis in past years has indicated that if the City did not rate differentially and applied a single rate in the dollar to all properties it would likely result in a significant rise in the rates levied on residential improved properties with a corresponding decline in the levy on commercial, industrial and vacant land.

Regional significance

Not applicable.

Sustainability implications

Applying differential rating is important to ensure an equitable distribution of rates across all sectors of the community. This is considered prudent and in the best interests of the long-term financial sustainability of the City of Joondalup and its community.

Consultation

In complying with the statutory requirement to advertise the proposed differential rates, the City undertook a community consultation process from 25 May 2023 to 15 June 2023. Details of the consultation process, communication with stakeholders and the outcomes are provided in Attachment 1. Key stakeholders specifically notified included registered resident/ratepayer groups in the City and subscribers to the City's public notices and Community Engagement Network, while notices published in the local newspaper, on the City's social media platforms and on the City's website informed the wider community of the proposed differential rates

Fourteen submissions were received, including two from resident/ratepayer associations. Five submissions supported the proposed differential rates, four submissions opposed the proposal, with others putting forward suggestions for the City to consider, including in respect of additional differential rates. Objections to the proposed differential rates were primarily in respect of the proposed increase in rates revenue as a consequence of the proposed differential rates, with reference to the prevailing economic conditions and City expenditure on projects and operations

COMMENT

At its meeting held on 23 May 2023 (CJ085-05/23 refers), Council considered and resolved its intention to apply differential rates in the draft *2023-24 Budget*, to advertise seeking public submissions in relation to the proposed differential rates and minimum payments and requested that a report be presented to Council to consider any submissions received before the adoption of the draft *2023-24 Budget*.

After consideration of the outcomes of the consultation undertaken, it is recommended that the differential rates and minimum payments advertised be applied in the draft *2023-24 Budget*.

VOTING REQUIREMENTS

Simple Majority.

OFFICERS RECOMMENDATION

That Council APPLIES differential rates for rating in the 2023-24 financial year in accordance with Section 6.33 of the *Local Government Act 1995* and that the differential rates and minimum payments for the draft 2023-24 Budget be as follows:

	Cents in $	Minimum Payment
General Rate - GRV		$
Residential Improved	5.3496	877
Residential Vacant	10.3964	959
Commercial Improved	7.0334	959
Commercial Vacant	10.3964	959
Industrial Improved	6.3731	959
Industrial Vacant	10.3964	959
General Rate - UV		
Residential	1.0709	938
Rural	1.0691	938

MOVED Cr Logan, SECONDED Cr Fishwick that Council APPLIES differential rates for rating in the 2023-24 financial year in accordance with Section 6.33 of the *Local Government Act 1995* and that the differential rates and minimum payments for the draft 2023-24 Budget be as follows:

	Cents in $	**Minimum Payment**
General Rate - GRV		**$**
Residential Improved	**5.3237**	**873**
Residential Vacant	**10.3461**	**954**
Commercial Improved	**6.9993**	**954**
Commercial Vacant	**10.3461**	**954**
Industrial Improved	**6.3422**	**954**
Industrial Vacant	**10.3461**	**954**
General Rate - UV		
Residential	**1.0657**	**933**
Rural	**1.0639**	**933**

The Motion was Put and **CARRIED (10/3)**

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Logan, May, McLean and Raftis.
Against the Motion: Crs Kingston, Poliwka and Thompson.

Reason required for departure from Officer's recommendation.

In accordance with Regulation 11 (da) of the *Local Government (Administration) Regulations 1996*, the reason Council made its decision which was significantly different to what the administration recommended is to provide rates relief to the City's rate payers who are facing financial pressure due to a challenging economic environment.

Appendix 19 refers

To access this attachment on electronic document, click here: Attach19agn230627.pdf

CJ106-06/23 DRAFT 2023-24 BUDGET

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services	
FILE NUMBER	110452, 101515	
ATTACHMENTS	Attachment 1	Draft 2023-24 Budget Executive Report
	Attachment 2	Draft 2023-24 Budget Statutory Statements and Notes
	Attachment 3	Capital Expenditure
	Attachment 4	Vehicle and Plant Replacement Program
	Attachment 5	Schedule of Fees and Charges
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to adopt the draft 2023-24 Budget.

EXECUTIVE SUMMARY

The process of preparing the 2023-24 Budget commenced in late 2022. It has encompassed detailed budget analysis and preparation, executive review and elected member workshops.

The draft 2023-24 Budget has been developed within a strategic financial planning framework after due consideration of Council priorities and the resource allocation requirements of these priorities.

The City's *Strategic Community Plan*, *Joondalup 2032* (Joondalup 2032), has been reviewed to ensure the City's 2023-24 Budget continues to deliver the vision of "A global City: bold, creative and prosperous". The City's draft *10 Year Strategic Financial Plan* guides the development of the 2023-24 Budget.

It is therefore recommended that Council, by an Absolute Majority ADOPTS the annual budget for the City of Joondalup for the year ending 30 June 2024, incorporating the following:

1. *Budget Statements;*
2. *Rates;*
3. *Emergency Services Levy;*
4. *Domestic Refuse Charges;*
5. *Private Swimming Pool Inspection Fees;*
6. *Payment Options;*
7. *Late Payment Interest;*
8. *Emergency Services Levy Interest Charge;*
9. *Instalment and Payment Arrangement Administration Fees and Interest Charges;*
10. *Transfers from Reserves;*
11. *Transfers to Reserves;*
12. *Fees and Charges;*
13. *Statutory fees and charges;*
14. *Material Variances for Reporting Purposes.*

BACKGROUND

The 2023-24 budget process has been in progress since late 2022.The contents of the budget have been refined over this period after presentations, analysis and review by the Chief Executive Officer, executive and senior employees, followed by extensive workshops and consultation with elected members.

The draft 2023-24 Budget has been guided by a long-term financial planning framework aimed at securing the financial sustainability of the City, which has had to be reconsidered in light of the current economic climate.

DETAILS

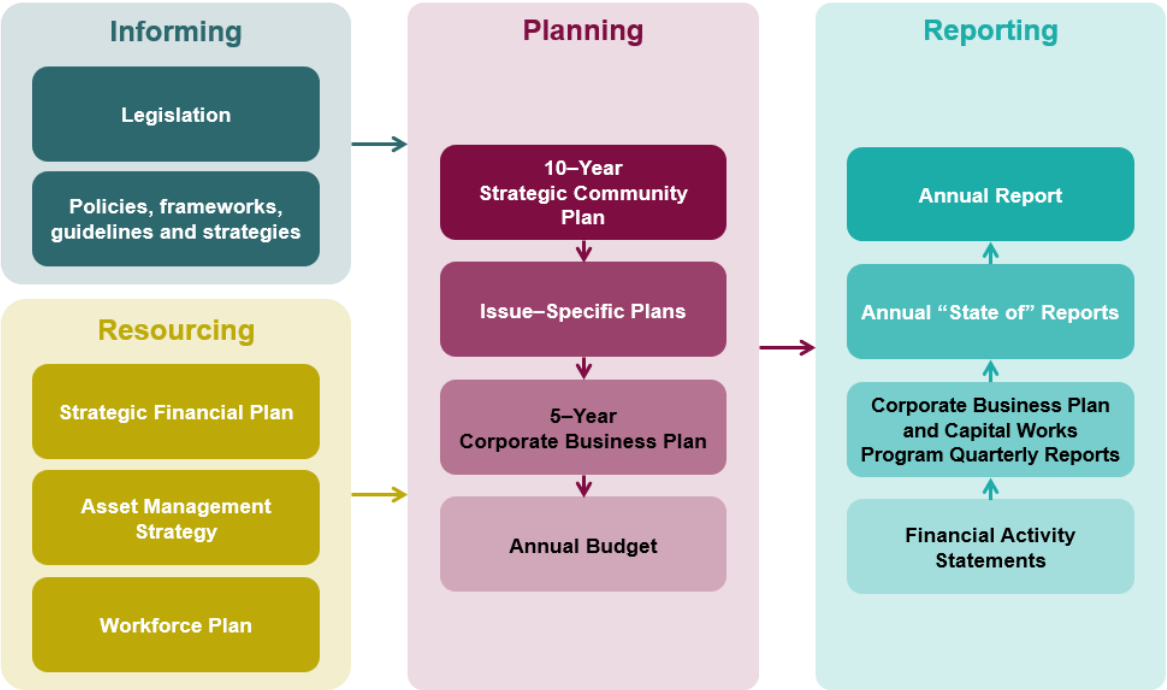
Development of the draft 2023-24 Budget

The City's *Strategic Community Plan*, *Joondalup 2032*, has been reviewed to ensure the City's 2023-24 Budget continues to deliver the vision of "A global City: bold, creative and prosperous". The development of the 2023-24 Budget is guided by the principles and parameters outlined in the City's draft *10 Year Strategic Financial Plan.* During 2023-24 an increase of 3.25% to rates revenue is proposed with a corresponding adjustment to minimum rates. While the proposed budget is entirely achievable and the City is in a comfortable liquidity position, the operating results may not be sustainable in the long-term and will require reviewing of revenue and expenditure streams to improve the long term operating position beyond the 2023-24 financial year.

The budget process has been conducted over seven months and has involved extensive analytical and review stages as follows:

- Assessment of financial capacity, sustainability, assets and reserves.
- Set budget parameters.
- Submission of operating and capital proposals.
- Initial assessment of proposals:
    - operations
    - capital
    - community need
    - plans and strategies
    - implementation of new efficiencies
    - reference and alignment to the *Strategic Community Plan.*
- Ongoing review of service delivery.
- Critical analysis of 2021-22 and progress in *2022-23 Annual Plan* performance.
- Review proposals for capacity:
    - rating and revenue
    - resources to implement and deploy.
- Determine potential reductions.
- Executive analysis.
- *10 Year Strategic Financial Plan* alignment and review.
- Elected Member workshops (five during February, March, April and May 2023).

The integrated planning framework is depicted below:



Operating Budget

The economic environment in previous years has been defined by sustained low growth, low inflation and low interest rates. The economic environment has changed considerably over the last twelve to twenty four months with significant upward movement in inflation and several interest rate increases. The economic environment of high inflation and higher interest rates is predicted to be maintained in the short to medium term. These challenges have framed the context for the City of Joondalup's 2023-24 Budget.

Challenges the City has had to address in framing the draft 2023-24 Budget include:

- the economic outlook remains unclear:
  - Inflation pressures to core services
  - cost shifting from other tiers of government continues to be a concern.
- community expectations of the City's capacity to continuously provide or contribute significantly to sporting and community infrastructure.

The operating budget proposed provides the resources required to enable the City to provide the services, facilities and works that the community have identified in Joondalup 2023 and reflected in the draft *10 Year Strategic Financial Plan*, the *Five-Year Capital Works Program* and other City supporting plans. A 3.25% increase in rates revenue is included in the 2023-24 budget to address inflation pressures on services, facilities and projects.

The 2023-24 operating budget compared to 2022-23 includes increases to rates revenue of $3.9 million, fees and charges of $0.3 million, materials and contracts of $2.7m and employee costs of $1.7 million. The budget includes the continuation, at a reduced level, of measures first adopted in 2020-21, with the business property discount.

The 2023-24 expenditure program includes a number of significant projects and programs including:

Hillary's Cycle Network Expansion	$3,450,000
Joondalup / Hodges Intersection Upgrade	$1,530,170
Joondalup Administration Building Roof Balustrades	$1,000,000
Civic Centre Slab Waterproofing	$950,000
Hepburn/Karuah Intersection Upgrade	$821,950
Warwick North Cluster Parks Revitalisation	$750,000
Sorrento SLSC Redevelopment	$732,880
Percy Doyle Skate Park	$713,050
Pinnaroo Point Parking Improvements	$670,072
Ocean Reef/Gwendoline Intersection Upgrade	$634,575
Hepburn/Amalfi Roundabout Improvements	$626,430

Reserve Transfers

The City has established various reserve accounts to which monies are set aside at the discretion of the Council to fund future City requirements.

During the 2023-24 financial year the City will transfer a net $6.2 million from reserves including the following:

- $17.3 million will be drawn from reserves of which the major amounts are $12.7 million from the Asset Renewal Reserve, $3.0 million from the Strategic Asset Reserve, $1 million from the Parking Facility Reserve and $0.3 million from the Public Art Reserve.

- $11.1 million will be transferred to reserves of which the major amounts are $4.4 million into the Tamala Park Land Sales Reserve, $1.9 million into the Parking Facility Reserve, $1.9 million into the Waste Management Reserve, $1 million into the Strategic Asset Reserve, $0.8 million into the Asset Renewal Reserve and $0.8 million into the Joondalup Performing Art and Cultural Facility Reserve.

Details of reserves are described in the notes to and forming part of the Budget (Attachment 2 refers).

Loan Borrowings

The City is not proposing any new borrowings during the 2023-24 financial year.

Existing borrowings will require principal and interest repayments of $935,712 and $56,770 respectively. Loan principal outstanding is expected to decrease from $1.9 million at 30 June 2023 to $1 million at 30 June 2024 where the full amount outstanding is in respect of the Reid Promenade Multi Storey Car Park, and which is intended to be funded from paid parking revenue.

Material Variances

The *Local Government (Financial Management) Regulations 1996* require that each year a local government is to adopt a materiality level for the purpose of reporting variances in the monthly Statement of Financial Activity. At its meeting held on 19 October 2010 (CJ179-10/10 refers), Council resolved that in future a materiality level be determined as part of budget adoption each year if it was not proposed to make any changes.

The current level of variance which is considered material for the purposes of reporting under regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* is $50,000 or 5% of the appropriate base, whichever is the higher. It is not proposed to make any changes to that level.

Rates and Refuse Charges

As has been the case since the 2008-09 financial year differential rating will be applied for 2023-24. The differential rates proposed for residential, commercial and industrial property, both improved and unimproved, have been reviewed ensuring that the City is able to equitably spread the rates levy burden across the community.

Differential rates have been proposed for residential improved, residential vacant, commercial improved, commercial vacant, industrial improved and industrial vacant. The proposed differential rates for residential, commercial and industrial vacant land are less than twice the lowest differential rate. The various differential rates and minimum payments maintain the City's historical approach to apportioning the rate burden between the respective categories of residential, commercial and industrial as well as between vacant and developed residential, commercial and industrial property. The City reduced overall rates revenue in 2020-21 by over $5 million from 2019-20, as part of the City's COVID-19 support to the community. The proposed differential rates for 2023-24 represent a 3.25% increase in revenue from differential rates in 2022-23 and is approximately 4% higher than rates revenue in 2019-20.

2023-24 was a Gross Rental Value (GRV) revaluation year, with the revaluation undertaken by the Valuer-General. GRVs have risen considerably since the last revaluation undertaken three years previously and is based on property data from August 2021, reflecting the market at that time.

In 2020-21 the City had introduced a one-off COVID-19 discount for certain categories of properties. Although the COVID-19 pandemic is no longer the significant risk it was, it is proposed to continue the business property discounts offered in 2022-23 into 2023-24 for the following categories of properties:

- Commercial Improved $150
- Industrial Improved $ 75

Rates revenue will be $108.5 million excluding Specified Area Rates. Rates is the City's largest single source of funds without which the City could not deliver most of its services or undertake planned works and projects.

Emergency Services Levy

The Emergency Services Levy (ESL) is a State Government charge levied on all properties in Western Australia and is calculated based on the GRV subject to both a minimum and a maximum levy. There are several ESL categories but properties in the City of Joondalup all fall within Category 1. The City is required to collect the levy on behalf of, and remit it to, the State Government. The ESL appears as a separate line item on the City of Joondalup Rate Notice but it is included in the total due for payment.

The State Government has announced the levy cents in the dollar and the minimum and maximum levy for 2023-24.

Issues and options considered

The process for the development of the draft 2023-24 Budget has involved:

- the identification of long-term directions for financial management of income and expenditure following a rigorous analysis and consideration of Council's current financial position
- the establishment of financial parameters for the 2023-24 financial year including consideration of rating income, grants, fees and charges and other income, and likely demands on expenditure.

The City has, for a number of years, offered a variety of options for the payment of rates including those required under legislation. The City offers direct debit arrangements and instalment arrangements as well as the AdvancePay facility that enables ratepayers who have settled current year's rates to commence paying the following year's rates in advance in weekly, fortnightly or monthly payments.

Since 2016-17 the City has also offered an eRates service enabling ratepayers to register and receive their rates and instalments notice by email ensuring quicker delivery, accessible at ratepayers convenience and saving costs.

Platinum 50+ Adventure Program

The City commenced a review of the Platinum 50+ Adventure Program in late 2019. In March 2020, as a result of the emerging COVID-19 pandemic, the City placed the majority of its in-person programs on hold - including the Platinum 50+ Adventure Program. The Program has yet to be re-commenced to allow the City to complete its review and continue engagement with Elected Members.

It is proposed to deliver the Platinum Adventure Program from 2023/24 under a revised structure as discussed with Elected Members. The program will be re-branded as part of its re-launch to distinguish itself away from the "Platinum" brand of activities that take place from the Craigie Leisure Centre.

The program is expected to generate $25,000 in income, and cost $68,849 to deliver, a proposed net cost to the City of $43,849 in 2023-24 – anticipating an eight-month program, following expected re-commencement in late 2023. These amounts are not included in the draft 2023-24 Budget documents.

Fees and charges will utilise the City's 2023-24 Schedule of Fees and Charges, specifically the Corporate "Service Fees – Program" rates as listed in the 2023-24 Schedule of Fees and Charges (Attachment 5).

The specific fee or charge for each program will be based on a 50% Cost Recovery methodology, with an additional 50% discount offered to City of Joondalup residents who hold a State or Commonwealth Seniors Card, or Pension Concession Card, subject to proof of entitlement being satisfactorily demonstrated.

Electronic Vehicle (EV) Charging Stations

As part of City's progress toward renewable energy, the City is in the process of procuring 11 Battery Electric Vehicles (EV), with three expected to arrive in early 2023-24, and has been successful in obtaining grant funding (under the Charge Up Workplace EV Charging Scheme) to partially offset the costs of installing charging stations at the Administration Centre and Works Operations Centre to facilitate the use of these assets.

The total cost of installing the charging stations is estimated to be $56,341. This incorporates the installation of three EV charging stations at the Joondalup Administration Centre for the charging of up to six electric vehicles at the same time, the installation of one EV charging station at the Works Operations Centre where two vehicles can be charged at the same time, and a two year software subscription for each charging plug.

The chargers are expected to be installed between July and August 2023. Upon completion the City will be eligible to receive $20,787 from the grant funding body. This creates a net cost to the City of $35,554 to install these charging stations. The installation cost and the grant revenue are not currently included in the draft 2023-24 Budget documents.

Legislation / Strategic Community Plan / policy implications

Legislation	The accompanying draft 2023-24 Budget has been prepared in accordance with the *Local Government Act 1995,* the *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

Strategic Community Plan

Key theme	Financial Sustainability.
Objective	Effective management.
Strategic initiative	Not applicable.
Policy	Not applicable.

Risk management considerations

When setting the annual budget the City is exposed to financial risk over the long term if insufficient regard is given to both revenue and expenditure implications beyond the budget period. Alignment with the draft *10 Year Strategic Financial Plan* during the budget process has helped to mitigate the long-term risks.

Financial / budget implications

These are detailed in the budget papers.

All amounts quoted in this report are exclusive of GST, unless otherwise stated.

Regional significance

Not applicable.

Sustainability implications

The Council has, as a key financial objective, the long-term financial sustainability of the City of Joondalup in order to strengthen its capacity to achieve its key objectives as set out in the *Strategic Community Plan*.

Consultation

The City of Joondalup's draft 2023-24 Budget has been prepared against the backdrop of on-going review and assessment of the City's strategic direction and financial position by the elected members and the executive. Five budget workshops were undertaken in the preparation of the draft 2023-24 Budget.

The proposed differential rates for the 2023-24 year were advertised for public comment for 21 days. The outcome of the public advertising of differential rates is contained in a separate report to this agenda.

COMMENT

The City of Joondalup's draft 2023-24 Budget continues to be influenced by the prevailing economic environment which in the last year has been defined by high inflation and higher interest rates. The economic environment of high inflation and interest rate rises is projected to persist in the immediate future. The City continues to maximise federal and state grant opportunities when they are present.

The 2023-24 Budget continues measures taken in 2020-21 to mitigate the impact of COVID-19 on the wider community, including the local economy. The main measure during 2020-21 was the reduction of rates revenue by $5.3 million from the previous year. During 2023-24 an increase of 3.25% to rates revenue compared to 2022-23. While the proposed budget is entirely achievable and the City is in a comfortable liquidity position, the operating results are not sustainable in the long-term and will require reviewing of revenue and expenditure streams to enhance the future operating position beyond the 2023-24 financial year.

The City will strive to deliver on the draft 2023-24 Budget while maintaining alignment to the City's *Strategic Community Plan*, to ensure the City is delivering on the vision of "A global City: bold, creative and prosperous" and will be guided by the City's draft *10 Year Strategic Financial Plan*.

VOTING REQUIREMENTS

Absolute Majority.

OFFICER'S RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY ADOPTS the annual budget for the City of Joondalup for the year ending 30 June 2024 comprising the following:

1 Executive Report (Attachment 1 refers);

1.1 Budget Document including:

1.1.1 Statement of Comprehensive Income by Nature or Type;
1.1.2 Statement of Comprehensive Income by Program;
1.1.3 Statement of Cash Flows, Rate Setting Statement;
1.1.4 Notes to and Forming Part of the Budget (Attachment 2 refers);

1.2 Capital Expenditure (Attachment 3 refers) as follows:

1.2.1 Parks Development Program (PDP) $2,413,160;
1.2.2 Foreshore and Natural Areas Management Program (FNM) $1,006,050;
1.2.3 Parks Equipment Program (PEP) $2,543,908;
1.2.4 Streetscape Enhancement Program (SSE) $1,130,000;
1.2.5 Local Traffic Management (LTM) $597,915;
1.2.6 Blackspot Projects (SBS) $2,682,195;
1.2.7 Parking Facilities Program (PFP) $1,080,072;
1.2.8 Major Road Construction Program (RDC) $2,489,513;
1.2.9 New Paths (FPN) $3,789,000;
1.2.10 Slab Path Replacement (FPR) $722,000;
1.2.11 Stormwater Drainage Program (SWD) $505,000;
1.2.12 Street Lighting Program (STL) $1,065,000;
1.2.13 Road Preservation/Resurfacing Program (RPR) $8,602,604;
1.2.14 Major Building Capital Works Program (BCW) $3,540,000;
1.2.15 Major Project Program (MPP) $2,754,880;
1.2.16 Capital Projects $6,599,697;

1.3 Vehicle and Plant Replacement Program (Attachment 4 refers);

1.4 Schedule of Fees and Charges (Attachment 5 refers);

2 Rates:

2.1 In accordance with the provision of sections 6.32, 6.33 and 6.35 of the *Local Government Act 1995* IMPOSES Differential Rates and Minimum Payments for the 2023-24 financial year in accordance with the following tables:

2.1.1 Gross Rental Valued Properties:

On each Residential, Commercial and Industrial Lot or other piece of rateable land as follows:

Category of Property	**Gross Rental Value Rates (Cents in the dollar)**	**Minimum Payment ($)**
Residential Improved	5.3496	877
Residential Vacant	10.3964	959
Commercial Improved	7.0334	959
Commercial Vacant	10.3964	959
Industrial Improved	6.3731	959
Industrial Vacant	10.3964	959

2.1.2 Unimproved Valued Properties:

On each Residential and Rural Lot or other piece of rateable land as follows:

Category of Property	**Unimproved Value Rates (Cents in the dollar)**	**Minimum Payment ($)**
Residential	1.0709	938
Rural	1.0691	938

2.2 In accordance with the provisions of section 6.47 of the *Local Government Act 1995* GRANTS non-recurring business property discounts in respect of general rates levied in 2023-24 as follows:

Category of Property	**Business Property Discounts**
Commercial Improved	$150 per annum
Industrial Improved	$75 per annum

2.3 In accordance with the provisions of section 6.32 and section 6.37 of the *Local Government Act 1995* IMPOSES Specified Area Rates for the 2023-24 financial year in accordance with the following table:

Specified Area	**Gross Rental Value Rates (Cents in the dollar)**	**Purpose**
Harbour Rise (described in 2.3.1)	0.66266	Maintaining enhanced landscaping which will be applied during 2023-24.
Iluka (described in 2.3.2)	0.59316	Maintaining enhanced landscaping which will be applied during 2023-24.
Burns Beach (described in 2.3.3)	0.37921	Maintaining enhanced landscaping which will be applied during 2023-24.
Woodvale Waters (described in 2.3.4)	0.65700	Maintaining enhanced landscaping which will be applied during 2023-24.

2.3.1 Harbour Rise Specified area comprises the area bounded by:

Going along Whitfords Avenue from the corner of Seychelles Lane and following the shared boundaries of Whitfords Avenue with Lot 29 Martinique Mews, Lots 470-478, 413-414, Lot 397, Lots 331-333, crossing Barbados Turn and continuing north with shared boundaries of Curacao Lane and Lots 337-334, 378, 377, 403, 402, 376-367, and strata lots 1-19 Lot 28 Angove Drive;

North-east along the boundary of Lot 28 Angove Drive, across Mallorca Avenue and following the boundaries of Lot 251 and 250 where they meet Angove Drive;

Following the shared boundaries of Ewing Drive with Lots 250, 249, 409, 410, 247, 245-240, 411 and to strata Lots 1 and 2 (Lot 408) and then across Ewing Drive along the boundary that strata Lot 1 (Lot 201) Ewing Drive shares with Lot 650 Ewing Drive, and along the rear boundaries of strata Lot 1 (Lot 201) Ewing Drive and Lots 200-198 Marbella Drive;

Along the boundary that Lot 198 Marbella Drive shares with Lot 171 and 172 Waterford Drive, across Marbella Drive and continuing along the rear boundaries of strata Lots 1 and 2 (Lot 301) to strata Lots 1 and 2 (Lot 190) Algarve Way, along the boundary that Lot 184 Tobago Rise shares with Lot 181 Waterford Drive, across Tobago Rise and then along the boundary between Lot 1 Tobago Rise and Lots 182 and 183 Waterford Drive, continuing along the rear boundaries of Lots 75-66 The Corniche and Lots 142-149 The Corniche.

Along the rear boundary of Lot 150 The Corniche until the boundary between Lot 204 and Lot 166 Lukin Road is reached. Along the boundary between Lots 204 and 166 Lukin Road, along the front boundaries of Lots 166-164 Lukin Road. Along the boundary of Lot 164 Lukin Road that is shared with Hepburn Avenue and continuing along Hepburn Avenue along the south-eastern boundaries of Leeward Park;

Continuing along the shared boundaries of Hepburn Avenue with Lot 170 Amalfi Drive, Lots 492-503 Seychelles Lane and Lot 29 Martinique Mews;

2.3.2 Iluka Specified Rate area comprises the area bounded by Shenton Avenue, Marmion Avenue and Burns Beach Road;

2.3.3 Burns Beach Specified Rate area comprises the area bounded by:

Starting from the north western corner of Marmion Avenue and Burns Beach Road, westwards along the northern boundary of Burns Beach Road to Lot 263 Whitehaven Avenue, northwards along the western boundaries of Lot 263 through to Lot 251 Whitehaven Avenue, north-westward and westward along the southern boundaries of Lot 108 to Lot 121 Beachside Drive, northwards along the western boundary of Lot 121 Beachside Drive to Beachside Drive, westwards along the southern edge of the footpath on the northern side of Lot 11537 (Reserve 48489) to where it meets the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve), north and then eastwards along the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve) to the western boundary of Marmion Avenue, then southwards along the western boundary of Marmion Ave to the starting point at the north western corner of Marmion Avenue and Burns Beach Road;

2.3.4 Woodvale Waters Specified Rate area comprises the area bounded by Timberlane Drive and Yellagonga Regional Park with street addresses of Grey-Smith Gardens, Phillips-Fox Terrace, Buvelot Place, Wakelin Close, Conder Place, Streeton Promenade, Withers Grove, Olsen Court, Heysen Crest, Fullwood Walk except for Lots 156 Streeton Promenade and Lot 12240 Phillips-Fox Terrace;

3 Emergency Services Levy:

In accordance with the provisions of sections 36B and 36L of the *Fire and Emergency Services Authority of Western Australia Act 1998,* IMPOSES the 2023-24 Emergency Services Levy Rates and Minimum and Maximum Payments on Residential, Vacant Land, Commercial, Industrial and Miscellaneous Lots as follows:

ESL Category 1	**ESL Rate (Cents in dollar)**	**Minimum and Maximum Payments ESL CHARGES BY PROPERTY USE**			
		Residential and Vacant Land		**Commercial, Industrial and Miscellaneous**	
		Minimum	**Maximum**	**Minimum**	**Maximum**
2023-24	1.3953	$98	$491	$98	$280,000

4 Domestic Refuse Charges:

In accordance with the provisions of section 67, Division 3, Part 6 of the *Waste Avoidance and Resource Recovery Act 2007,* IMPOSES the following domestic refuse charges for the 2023-24 financial year:

a	Waste Refuse Charge - Annual Standard Service including 3 bins, Bulk Waste	Per Annum	$360
b	Waste Refuse Charge – For Each Additional Annual Service including 3 bins, Bulk Waste	Per Annum	$360
c	New Standard Refuse Service for supply and delivery of 3 bins	Establishment Fee	$160
d	Waste Refuse Charge - Additional Annual Service Fee for Larger General Waste Bin (240L)	Per Annum	$242
e	Larger General Waste Bin (240L)-Establishment fee from General Waste Bin (140L), first year collection and processing	Establishment Fee	$164
f	Waste Refuse Charge - Additional Annual Service Fee for 240L Green bin, collection, processing service and disposal	Per Annum	$41
g	Waste Refuse Charge - Additional Annual Service fee for 240L or 360L Recycle bin collection, processing service and disposal	Per Annum	$56
h	Additional Recycling or Greens Waste bin to existing Standard Refuse Service	Establishment Fee	$71

5 Private Swimming Pool Inspection Fees:

In accordance with the *Building Act 2011* and regulation 53 of the *Building Regulations 2012*, IMPOSES for the 2023-24 financial year, a Private Swimming Pool Inspection fee of $43.90 for each property where a private swimming pool is located;

6 Payment Options:

6.1 In accordance with the provisions of section 6.45 of the *Local Government Act 1995,* OFFERS the following payment options for the payment of rates, specified area rates (where applicable), emergency services levy, domestic refuse charge and private swimming pool inspection fees:

6.1.1 One Instalment:

6.1.1.1 Payment in full (including all arrears) within 35 days of the issue date of the annual rate notice;

6.1.2 Two Instalments:

6.1.2.1 The first instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of the issue date of the annual rate notice;

6.1.2.2 The second instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable 63 days after the due date of the first instalment;

6.1.3 Four Instalments:

6.1.3.1 The first instalment of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of the issue date of the annual rate notice;

6.1.3.2 The second, third and fourth instalments, each of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable as follows:

6.1.3.2.1 the second instalment 63 days after due date of the first instalment;
6.1.3.2.2 the third instalment 63 days after due date of the second instalment;
6.1.3.2.3 the fourth instalment 63 days after due date of the third instalment;

6.2 The City offers AdvancePay as a further alternative option for the payment of rates whereby, following the payment of the 2023-24 rates and charges, ratepayers can, if they wish, commence paying the 2024-25 rates in advance in weekly, fortnightly or monthly payments, by direct debit, with no fees or interest charges for any payments received by the City prior to the due date for 2024-25 rates levied;

7 Late Payment Interest:

In accordance with the provisions of section 6.13 and 6.51 of the *Local Government Act 1995*, IMPOSES interest on all current and arrears of rates, specified area rates (where applicable), current and arrears of domestic refuse charges, current and arrears of private swimming pool inspection fees at a rate of 3% per annum, calculated on a simple interest basis on arrears amounts which remain unpaid and current amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of the instalment as the case may be and continues until the instalment is paid in full. Excluded are deferred rates, instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

8 Emergency Services Levy Interest Charge:

In accordance with the provisions of section 36S of the *Fire and Emergency Services Authority of Western Australia Act 1998*, IMPOSES interest on all current and arrears amounts of emergency services levy at the rate of 7% per annum, calculated on a simple interest basis on amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of an instalment and continues until the arrears is fully paid. Excluded are instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

9 Instalment and Payment Arrangement Administration Fees and Interest Charges:

9.1 In accordance with the provisions of section 6.45 of the *Local Government Act 1995*, for the 2023-24 financial year, IMPOSES the following administration fees and interest charges for payment of rates (including specified area rates), domestic refuse charge and private swimming pool inspection fees:

9.1.1 Two Instalment Option:

An administration fee of $12 for the second instalment with no interest applied;

9.1.2 Four Instalment Option:

An administration fee of $12 for each of the second, third and fourth instalments with no interest applied;

9.1.3 Special Payment Arrangements:

Special weekly, fortnightly or monthly payment arrangements can be made with the City for those ratepayers who may be unable to pay in full or according to the instalment plans offered. An administration fee of $34 if paid by Direct Debit (bank account only) or $52 for non-direct debit is charged on each special payment arrangement and penalty interest of 3% per annum for rates and charges and 7% per annum for the Emergency Services Levy, from and including the thirty sixth day from the issue of the rates notice, is applied to the outstanding balance until the account is paid in full;

9.2 In accordance with the provisions of section 6.49 of the *Local Government Act 1995*, AUTHORISES the Chief Executive Officer to enter into special payment arrangements with ratepayers for the payment of general rates, specified area rates (where applicable), emergency services levy, domestic refuse charges and private swimming pool inspection fees during the 2023-24 financial year;

10 AUTHORISES as part of the 2023-24 Budget the following transfers from Reserves:

Reserve	Amount	Purpose
Capital Works Carried Forward	$233,900	2022-23 uncompleted works and projects to be undertaken in 2023-24.
Asset Renewal	$12,702,536	To fund several infrastructure asset renewal projects, as specified in the Capital Expenditure Program.
Strategic Asset	$3,004,880	To fund several infrastructure asset projects, as specified in the Capital Expenditure Program.
Public Art Reserve	$312,049	For a public art project.
Parking Facility	$992,212	To provide for principal and interest repayments on the Reid Promenade Car Park loan.
Specified Area Rating-Harbour Rise	$823	To maintain enhanced landscaping in 2023-24.
Specified Area Rating-Iluka	$4,960	To maintain enhanced landscaping in 2023-24.
Specified Area Rating-Woodvale	$1,062	To maintain enhanced landscaping in 2023-24.
Specified Area Rating-Burns Beach	$3,120	To maintain enhanced landscaping in 2023-24.

11 AUTHORISES as part of the 2023-24 Budget the following transfers to Reserves:

Reserve	Amount	Purpose
Waste Management	$1,453,155	Surplus arising from waste management operations.
Tamala Park Land Sales	$3,333,333	Equity distribution from Tamala Park Regional Council.
Strategic Asset		Provision for future projects.
Non-Current Long Service Leave	$100,000	Increase in cover for future long service leave liabilities.
Parking Facility	$1,604,800	Surplus from paid parking to provide for the repayment of the loan for parking and other future Joondalup City Centre works and services.
Percy Doyle Infrastructure Reserve Fund	$184,110	Amount set aside 2023-24 Annual Budget plus CPI.
Various reserves	$4,374,038	Interest earned on the investment of reserve funds.

12 ADOPTS as part of the 2023-24 Budget, the Fees and Charges, as set out in Attachment 5 to Report CJ106-06/23 to the Budget, with those fees and charges being applicable from Monday, 3 July 2023 unless indicated otherwise in Attachment 5 of Report CJ106-06/23 to the Budget;

13 NOTES that statutory fees and charges included in the 2023-24 Schedule of Fees and Charges are subject to determination by State Government and any changes to these will be effected in the *Schedule of Fees and Charges* without the need to refer these back to Council;

14 ADOPTS for the financial year ended 30 June 2024 a variance amount of $50,000 or 5% of the appropriate base, whichever is the higher, to be a material variance for the purposes of reporting under regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*;

15 NOTES that an amount of $4.81 million is included in the 2023-24 Budget for payment to Development WA in respect of Ocean Reef Marina, comprising the City's contribution of $3.06 million as well as the Ocean Reef Sea Sports Club's contribution of $1.75 million, subject to the finalisation of a payment schedule with Development WA, and further NOTES that the Ocean Sea Sports Club will repay the City for its contribution of $1.75 million according to a repayment schedule to be finalised with the Club;

16 In respect of the proposed 50+ Platinum Adventure Program in 2023-24, APPROVES the following to the 2023-24 Budget:

16.1 Additional $25,000 in Fees and Charges revenue, reflecting anticipated income from the Program;

16.2 Additional $31,784 in Employee Costs expenditure, reflecting additional staff costs to run the Program;

16.3 Additional $37,065 in Materials and Contracts expenditure to run the Program;

17 In respect of the proposed installation of electric vehicle charging stations at the Joondalup Administration Centre and Works Operations Centre,
APPROVES the following to the 2023-24 Budget:

17.1 Additional $20,787 in Non-Operating Grant Income, reflecting the anticipated grant from the funding body upon completion of the installation;

17.2 Additional $56,341 in Capital Expenditure for the installation of three EV charging stations at the Joondalup Administration Centre and one EV charging station at the Works Operations Centre;

18 APPROVES the transfer of $4,954,499 to the Asset Renewal Reserve.

MOVED Mayor Jacob, SECONDED Cr Logan that Council BY AN ABSOLUTE MAJORITY ADOPTS the annual budget for the City of Joondalup for the year ending 30 June 2024 comprising the following:

1 Executive Report (Attachment 1 refers), subject to a reduction in general rates revenue of $524,356;

1.1 Budget Document, subject to a reduction in general rates revenue of $524,356, including:

1.1.1 Statement of Comprehensive Income by Nature or Type;
1.1.2 Statement of Comprehensive Income by Program;
1.1.3 Statement of Cash Flows, Rate Setting Statement;
1.1.4 Notes to and Forming Part of the Budget (Attachment 2 refers);

1.2 Capital Expenditure (Attachment 3 refers) as follows:

1.2.1 Parks Development Program (PDP) $2,413,160;
1.2.2 Foreshore and Natural Areas Management Program (FNM) $1,006,050;
1.2.3 Parks Equipment Program (PEP) $2,543,908;
1.2.4 Streetscape Enhancement Program (SSE) $1,130,000;
1.2.5 Local Traffic Management (LTM) $597,915;
1.2.6 Blackspot Projects (SBS) $2,682,195;
1.2.7 Parking Facilities Program (PFP) $1,080,072;
1.2.8 Major Road Construction Program (RDC) $2,489,513;
1.2.9 New Paths (FPN) $3,789,000;
1.2.10 Slab Path Replacement (FPR) $722,000;
1.2.11 Stormwater Drainage Program (SWD) $505,000;
1.2.12 Street Lighting Program (STL) $1,065,000;
1.2.13 Road Preservation/Resurfacing Program (RPR) $8,602,604;
1.2.14 Major Building Capital Works Program (BCW) $3,540,000;
1.2.15 Major Project Program (MPP) $2,754,880;
1.2.16 Capital Projects $6,599,697;

1.3 Vehicle and Plant Replacement Program (Attachment 4 refers);

1.4 Schedule of Fees and Charges (Attachment 5 refers);

2 Rates:

2.1 In accordance with the provision of sections 6.32, 6.33 and 6.35 of the *Local Government Act 1995* IMPOSES Differential Rates and Minimum Payments for the 2023-24 financial year in accordance with the following tables:

2.1.1 Gross Rental Valued Properties:

On each Residential, Commercial and Industrial Lot or other piece of rateable land as follows:

Category of Property	Gross Rental Value Rates (Cents in the dollar)	Minimum Payment ($)
Residential Improved	5.3237	873
Residential Vacant	10.3461	954
Commercial Improved	6.9993	954
Commercial Vacant	10.3461	954
Industrial Improved	6.3422	954
Industrial Vacant	10.3461	954

2.1.2 Unimproved Valued Properties:

On each Residential and Rural Lot or other piece of rateable land as follows:

Category of Property	Unimproved Value Rates (Cents in the dollar)	Minimum Payment ($)
Residential	1.0657	933
Rural	1.0639	933

2.2 In accordance with the provisions of section 6.47 of the *Local Government Act 1995* GRANTS non-recurring business property discounts in respect of general rates levied in 2023-24 as follows:

Category of Property	Business Property Discounts
Commercial Improved	$150 per annum
Industrial Improved	$75 per annum

2.3 In accordance with the provisions of section 6.32 and section 6.37 of the *Local Government Act 1995* IMPOSES Specified Area Rates for the 2023-24 financial year in accordance with the following table:

Specified Area	Gross Rental Value Rates (Cents in the dollar)	Purpose
Harbour Rise (described in 2.3.1)	0.66266	Maintaining enhanced landscaping which will be applied during 2023-24.
Iluka (described in 2.3.2)	0.59316	Maintaining enhanced landscaping which will be applied during 2023-24.
Burns Beach (described in 2.3.3)	0.37921	Maintaining enhanced landscaping which will be applied during 2023-24.
Woodvale Waters (described in 2.3.4)	0.65700	Maintaining enhanced landscaping which will be applied during 2023-24.

2.3.1 Harbour Rise Specified area comprises the area bounded by:

Going along Whitfords Avenue from the corner of Seychelles Lane and following the shared boundaries of Whitfords Avenue with Lot 29 Martinique Mews, Lots 470-478, 413-414, Lot 397, Lots 331-333, crossing Barbados Turn and continuing north with shared boundaries of Curacao Lane and Lots 337-334, 378, 377, 403, 402, 376-367, and strata lots 1-19 Lot 28 Angove Drive;

North-east along the boundary of Lot 28 Angove Drive, across Mallorca Avenue and following the boundaries of Lot 251 and 250 where they meet Angove Drive;

Following the shared boundaries of Ewing Drive with Lots 250, 249, 409, 410, 247, 245-240, 411 and to strata Lots 1 and 2 (Lot 408) and then across Ewing Drive along the boundary that strata Lot 1 (Lot 201) Ewing Drive shares with Lot 650 Ewing Drive, and along the rear boundaries of strata Lot 1 (Lot 201) Ewing Drive and Lots 200-198 Marbella Drive;

Along the boundary that Lot 198 Marbella Drive shares with Lot 171 and 172 Waterford Drive, across Marbella Drive and continuing along the rear boundaries of strata Lots 1 and 2 (Lot 301) to strata Lots 1 and 2 (Lot 190) Algarve Way, along the boundary that Lot 184 Tobago Rise shares with Lot 181 Waterford Drive, across Tobago Rise and then along the boundary between Lot 1 Tobago Rise and Lots 182 and 183 Waterford Drive, continuing along the rear boundaries of Lots 75-66 The Corniche and Lots 142-149 The Corniche.

Along the rear boundary of Lot 150 The Corniche until the boundary between Lot 204 and Lot 166 Lukin Road is reached. Along the boundary between Lots 204 and 166 Lukin Road, along the front boundaries of Lots 166-164 Lukin Road. Along the boundary of Lot 164 Lukin Road that is shared with Hepburn Avenue and continuing along Hepburn Avenue along the south-eastern boundaries of Leeward Park;

Continuing along the shared boundaries of Hepburn Avenue with Lot 170 Amalfi Drive, Lots 492-503 Seychelles Lane and Lot 29 Martinique Mews;

2.3.2 Iluka Specified Rate area comprises the area bounded by Shenton Avenue, Marmion Avenue and Burns Beach Road;

2.3.3 Burns Beach Specified Rate area comprises the area bounded by:

Starting from the north western corner of Marmion Avenue and Burns Beach Road, westwards along the northern boundary of Burns Beach Road to Lot 263 Whitehaven Avenue, northwards along the western boundaries of Lot 263 through to Lot 251 Whitehaven Avenue, north-westward and westward along the southern boundaries of Lot 108 to Lot 121 Beachside Drive, northwards along the western boundary of Lot 121 Beachside Drive to Beachside Drive, westwards along the southern edge of the footpath on the northern side of Lot 11537 (Reserve 48489) to where it meets the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve), north and then eastwards along the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve) to the western boundary of Marmion Avenue, then southwards along the western boundary of Marmion Ave to the starting point at the north western corner of Marmion Avenue and Burns Beach Road;

2.3.4 Woodvale Waters Specified Rate area comprises the area bounded by Timberlane Drive and Yellagonga Regional Park with street addresses of Grey-Smith Gardens, Phillips-Fox Terrace, Buvelot Place, Wakelin Close, Conder Place, Streeton Promenade, Withers Grove, Olsen Court, Heysen Crest, Fullwood Walk except for Lots 156 Streeton Promenade and Lot 12240 Phillips-Fox Terrace;

3 Emergency Services Levy:

In accordance with the provisions of sections 36B and 36L of the *Fire and Emergency Services Authority of Western Australia Act 1998,* IMPOSES the 2023-24 Emergency Services Levy Rates and Minimum and Maximum Payments on Residential, Vacant Land, Commercial, Industrial and Miscellaneous Lots as follows:

ESL Category 1	ESL Rate (Cents in dollar)	Minimum and Maximum Payments ESL CHARGES BY PROPERTY USE			
		Residential and Vacant Land		Commercial, Industrial and Miscellaneous	
		Minimum	Maximum	Minimum	Maximum
2023-24	1.3953	$98	$491	$98	$280,000

4 Domestic Refuse Charges:

In accordance with the provisions of section 67, Division 3, Part 6 of the *Waste Avoidance and Resource Recovery Act 2007,* IMPOSES the following domestic refuse charges for the 2023-24 financial year:

a	**Waste Refuse Charge - Annual Standard Service including 3 bins, Bulk Waste**	**Per Annum**	**$360**
b	**Waste Refuse Charge – For Each Additional Annual Service including 3 bins, Bulk Waste**	**Per Annum**	**$360**
c	**New Standard Refuse Service for supply and delivery of 3 bins**	**Establishment Fee**	**$160**
d	**Waste Refuse Charge - Additional Annual Service Fee for Larger General Waste Bin (240L)**	**Per Annum**	**$242**
e	**Larger General Waste Bin (240L)- Establishment fee from General Waste Bin (140L), first year collection and processing**	**Establishment Fee**	**$164**
f	**Waste Refuse Charge - Additional Annual Service Fee for 240L Green bin, collection, processing service and disposal**	**Per Annum**	**$41**
g	**Waste Refuse Charge - Additional Annual Service fee for 240L or 360L Recycle bin collection, processing service and disposal**	**Per Annum**	**$56**
h	**Additional Recycling or Greens Waste bin to existing Standard Refuse Service**	**Establishment Fee**	**$71**

5 Private Swimming Pool Inspection Fees:

In accordance with the *Building Act 2011* and regulation 53 of the *Building Regulations 2012*, IMPOSES for the 2023-24 financial year, a Private Swimming Pool Inspection fee of $43.90 for each property where a private swimming pool is located;

6 Payment Options:

6.1 In accordance with the provisions of section 6.45 of the *Local Government Act 1995,* OFFERS the following payment options for the payment of rates, specified area rates (where applicable), emergency services levy, domestic refuse charge and private swimming pool inspection fees:

6.1.1 One Instalment:

6.1.1.1 Payment in full (including all arrears) within 35 days of the issue date of the annual rate notice;

6.1.2 Two Instalments:

6.1.2.1 The first instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of the issue date of the annual rate notice;

6.1.2.2 The second instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable 63 days after the due date of the first instalment;

6.1.3 Four Instalments:

6.1.3.1 The first instalment of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of the issue date of the annual rate notice;

6.1.3.2 The second, third and fourth instalments, each of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable as follows:

6.1.3.2.1 the second instalment 63 days after due date of the first instalment;
6.1.3.2.2 the third instalment 63 days after due date of the second instalment;
6.1.3.2.3 the fourth instalment 63 days after due date of the third instalment;

6.2 The City offers AdvancePay as a further alternative option for the payment of rates whereby, following the payment of the 2023-24 rates and charges, ratepayers can, if they wish, commence paying the 2024-25 rates in advance in weekly, fortnightly or monthly payments, by direct debit, with no fees or interest charges for any payments received by the City prior to the due date for 2024-25 rates levied;

7 Late Payment Interest:

In accordance with the provisions of section 6.13 and 6.51 of the *Local Government Act 1995*, IMPOSES interest on all current and arrears of rates, specified area rates (where applicable), current and arrears of domestic refuse charges, current and arrears of private swimming pool inspection fees at a rate of 3% per annum, calculated on a simple interest basis on arrears amounts which remain unpaid and current amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of the instalment as the case may be and continues until the instalment is paid in full. Excluded are deferred rates, instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

8 Emergency Services Levy Interest Charge:

In accordance with the provisions of section 36S of the *Fire and Emergency Services Authority of Western Australia Act 1998*, IMPOSES interest on all current and arrears amounts of emergency services levy at the rate of 7% per annum, calculated on a simple interest basis on amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of an instalment and continues until the arrears is fully paid. Excluded are instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

9 Instalment and Payment Arrangement Administration Fees and Interest Charges:

9.1 In accordance with the provisions of section 6.45 of the *Local Government Act 1995*, for the 2023-24 financial year, IMPOSES the following administration fees and interest charges for payment of rates (including specified area rates), domestic refuse charge and private swimming pool inspection fees:

9.1.1 Two Instalment Option:

An administration fee of $12 for the second instalment with no interest applied;

9.1.2 Four Instalment Option:

An administration fee of $12 for each of the second, third and fourth instalments with no interest applied;

9.1.3 Special Payment Arrangements:

Special weekly, fortnightly or monthly payment arrangements can be made with the City for those ratepayers who may be unable to pay in full or according to the instalment plans offered. An administration fee of $34 if paid by Direct Debit (bank account only) or $52 for non-direct debit is charged on each special payment arrangement and penalty interest of 3% per annum for rates and charges and 7% per annum for the Emergency Services Levy, from and including the thirty sixth day from the issue of the rates notice, is applied to the outstanding balance until the account is paid in full;

9.2 In accordance with the provisions of section 6.49 of the *Local Government Act 1995*, AUTHORISES the Chief Executive Officer to enter into special payment arrangements with ratepayers for the payment of general rates, specified area rates (where applicable), emergency services levy, domestic refuse charges and private swimming pool inspection fees during the 2023-24 financial year;

10 AUTHORISES as part of the 2023-24 Budget the following transfers from Reserves:

Reserve	Amount	Purpose
Capital Works Carried Forward	$233,900	2022-23 uncompleted works and projects to be undertaken in 2023-24.
Asset Renewal	$12,702,536	To fund several infrastructure asset renewal projects, as specified in the Capital Expenditure Program.
Strategic Asset	$3,004,880	To fund several infrastructure asset projects, as specified in the Capital Expenditure Program.
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Various reserves	$4,374,038	Interest earned on the investment of reserve funds.

12 ADOPTS as part of the 2023-24 Budget, the Fees and Charges, as set out in Attachment 5 to Report CJ106-06/23 to the Budget, with those fees and charges being applicable from Monday, 3 July 2023 unless indicated otherwise in Attachment 5 of Report CJ106-06/23 to the Budget;

13 NOTES that statutory fees and charges included in the 2023-24 Schedule of Fees and Charges are subject to determination by State Government and any changes to these will be effected in the *Schedule of Fees and Charges* without the need to refer these back to Council;

14 ADOPTS for the financial year ended 30 June 2024 a variance amount of $50,000 or 5% of the appropriate base, whichever is the higher, to be a material variance for the purposes of reporting under regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*;

15 NOTES that an amount of $4.81 million is included in the 2023-24 Budget for payment to Development WA in respect of Ocean Reef Marina, comprising the City's contribution of $3.06 million as well as the Ocean Reef Sea Sports Club's contribution of $1.75 million, subject to the finalisation of a payment schedule with Development WA, and further NOTES that the Ocean Sea Sports Club will repay the City for its contribution of $1.75 million according to a repayment schedule to be finalised with the Club;

16 In respect of the proposed 50+ Platinum Adventure Program in 2023-24, APPROVES the following to the 2023-24 Budget:

16.1 Additional $25,000 in Fees and Charges revenue, reflecting anticipated income from the Program;

16.2 Additional $31,784 in Employee Costs expenditure, reflecting additional staff costs to run the Program;

16.3 Additional $37,065 in Materials and Contracts expenditure to run the Program;

17 In respect of the proposed installation of electric vehicle charging stations at the Joondalup Administration Centre and Works Operations Centre, APPROVES the following to the 2023-24 Budget:

17.1 Additional $20,787 in Non-Operating Grant Income, reflecting the anticipated grant from the funding body upon completion of the installation;

17.2 Additional $56,341 in Capital Expenditure for the installation of three EV charging stations at the Joondalup Administration Centre and one EV charging station at the Works Operations Centre;

18 APPROVES the transfer of $4,430,143 to the Asset Renewal Reserve.

C065-06/23 <u>PROCEDURAL MOTION – THAT THE ITEM BE DEFERRED</u>

MOVED Cr Raftis, SECONDED Cr Thompson that CJ106-06/23 – Draft 2023-24 Budget, BE DEFERRED to the Ordinary Council Meeting to be held on 25 July 2023.

The Procedural Motion was Put and LOST (5/8)

In favour of the Procedural Motion: Crs Chester, Kingston, Poliwka, Raftis and Thompson.
Against the Procedural Motion: Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill, Jones, Logan, May and McLean.

MOVED Mayor Jacob, SECONDED Cr Logan that Council BY AN ABSOLUTE MAJORITY ADOPTS the annual budget for the City of Joondalup for the year ending 30 June 2024 comprising the following:

1 Executive Report (Attachment 1 refers), subject to a reduction in general rates revenue of $524,356;

1.1 Budget Document, subject to a reduction in general rates revenue of $524,356, including:

1.1.1 Statement of Comprehensive Income by Nature or Type;
1.1.2 Statement of Comprehensive Income by Program;
1.1.3 Statement of Cash Flows, Rate Setting Statement;
1.1.4 Notes to and Forming Part of the Budget (Attachment 2 refers);

1.2 Capital Expenditure (Attachment 3 refers) as follows:

1.2.1 Parks Development Program (PDP) $2,413,160;
1.2.2 Foreshore and Natural Areas Management Program (FNM) $1,006,050;
1.2.3 Parks Equipment Program (PEP) $2,543,908;
1.2.4 Streetscape Enhancement Program (SSE) $1,130,000;
1.2.5 Local Traffic Management (LTM) $597,915;
1.2.6 Blackspot Projects (SBS) $2,682,195;
1.2.7 Parking Facilities Program (PFP) $1,080,072;
1.2.8 Major Road Construction Program (RDC) $2,489,513;
1.2.9 New Paths (FPN) $3,789,000;
1.2.10 Slab Path Replacement (FPR) $722,000;
1.2.11 Stormwater Drainage Program (SWD) $505,000;
1.2.12 Street Lighting Program (STL) $1,065,000;
1.2.13 Road Preservation/Resurfacing Program (RPR) $8,602,604;
1.2.14 Major Building Capital Works Program (BCW) $3,540,000;
1.2.15 Major Project Program (MPP) $2,754,880;
1.2.16 Capital Projects $6,599,697;

1.3 Vehicle and Plant Replacement Program (Attachment 4 refers);

1.4 Schedule of Fees and Charges (Attachment 5 refers);

2 Rates:

2.1 In accordance with the provision of sections 6.32, 6.33 and 6.35 of the *Local Government Act 1995* IMPOSES Differential Rates and Minimum Payments for the 2023-24 financial year in accordance with the following tables:

2.1.1 Gross Rental Valued Properties:

On each Residential, Commercial and Industrial Lot or other piece of rateable land as follows:

Category of Property	Gross Rental Value Rates (Cents in the dollar)	Minimum Payment ($)
Residential Improved	5.3237	873
Residential Vacant	10.3461	954
Commercial Improved	6.9993	954
Commercial Vacant	10.3461	954
Industrial Improved	6.3422	954
Industrial Vacant	10.3461	954

2.1.2 Unimproved Valued Properties:

On each Residential and Rural Lot or other piece of rateable land as follows:

Category of Property	Unimproved Value Rates (Cents in the dollar)	Minimum Payment ($)
Residential	1.0657	933
Rural	1.0639	933

2.2 In accordance with the provisions of section 6.47 of the *Local Government Act 1995* GRANTS non-recurring business property discounts in respect of general rates levied in 2023-24 as follows:

Category of Property	Business Property Discounts
Commercial Improved	$150 per annum
Industrial Improved	$75 per annum

2.3 In accordance with the provisions of section 6.32 and section 6.37 of the *Local Government Act 1995* IMPOSES Specified Area Rates for the 2023-24 financial year in accordance with the following table:

Specified Area	Gross Rental Value Rates (Cents in the dollar)	Purpose
Harbour Rise (described in 2.3.1)	0.66266	Maintaining enhanced landscaping which will be applied during 2023-24.
Iluka (described in 2.3.2)	0.59316	Maintaining enhanced landscaping which will be applied during 2023-24.
Burns Beach (described in 2.3.3)	0.37921	Maintaining enhanced landscaping which will be applied during 2023-24.
Woodvale Waters (described in 2.3.4)	0.65700	Maintaining enhanced landscaping which will be applied during 2023-24.

2.3.1 Harbour Rise Specified area comprises the area bounded by:

Going along Whitfords Avenue from the corner of Seychelles Lane and following the shared boundaries of Whitfords Avenue with Lot 29 Martinique Mews, Lots 470-478, 413-414, Lot 397, Lots 331-333, crossing Barbados Turn and continuing north with shared boundaries of Curacao Lane and Lots 337-334, 378, 377, 403, 402, 376-367, and strata lots 1-19 Lot 28 Angove Drive;

North-east along the boundary of Lot 28 Angove Drive, across Mallorca Avenue and following the boundaries of Lot 251 and 250 where they meet Angove Drive;

Following the shared boundaries of Ewing Drive with Lots 250, 249, 409, 410, 247, 245-240, 411 and to strata Lots 1 and 2 (Lot 408) and then across Ewing Drive along the boundary that strata Lot 1 (Lot 201) Ewing Drive shares with Lot 650 Ewing Drive, and along the rear boundaries of strata Lot 1 (Lot 201) Ewing Drive and Lots 200-198 Marbella Drive;

Along the boundary that Lot 198 Marbella Drive shares with Lot 171 and 172 Waterford Drive, across Marbella Drive and continuing along the rear boundaries of strata Lots 1 and 2 (Lot 301) to strata Lots 1 and 2 (Lot 190) Algarve Way, along the boundary that Lot 184 Tobago Rise shares with Lot 181 Waterford Drive, across Tobago Rise and then along the boundary between Lot 1 Tobago Rise and Lots 182 and 183 Waterford Drive, continuing along the rear boundaries of Lots 75-66 The Corniche and Lots 142-149 The Corniche.

Along the rear boundary of Lot 150 The Corniche until the boundary between Lot 204 and Lot 166 Lukin Road is reached. Along the boundary between Lots 204 and 166 Lukin Road, along the front boundaries of Lots 166-164 Lukin Road. Along the boundary of Lot 164 Lukin Road that is shared with Hepburn Avenue and continuing along Hepburn Avenue along the south-eastern boundaries of Leeward Park;

Continuing along the shared boundaries of Hepburn Avenue with Lot 170 Amalfi Drive, Lots 492-503 Seychelles Lane and Lot 29 Martinique Mews;

2.3.2 Iluka Specified Rate area comprises the area bounded by Shenton Avenue, Marmion Avenue and Burns Beach Road;

2.3.3 Burns Beach Specified Rate area comprises the area bounded by:

Starting from the north western corner of Marmion Avenue and Burns Beach Road, westwards along the northern boundary of Burns Beach Road to Lot 263 Whitehaven Avenue, northwards along the western boundaries of Lot 263 through to Lot 251 Whitehaven Avenue, north-westward and westward along the southern boundaries of Lot 108 to Lot 121 Beachside Drive, northwards along the western boundary of Lot 121 Beachside Drive to Beachside Drive, westwards along the southern edge of the footpath on the northern side of Lot 11537 (Reserve 48489) to where it meets the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve), north and then eastwards along the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve) to the western boundary of Marmion Avenue, then southwards along the western boundary of Marmion Ave to the starting point at the north western corner of Marmion Avenue and Burns Beach Road;

2.3.4 Woodvale Waters Specified Rate area comprises the area bounded by Timberlane Drive and Yellagonga Regional Park with street addresses of Grey-Smith Gardens, Phillips-Fox Terrace, Buvelot Place, Wakelin Close, Conder Place, Streeton Promenade, Withers Grove, Olsen Court, Heysen Crest, Fullwood Walk except for Lots 156 Streeton Promenade and Lot 12240 Phillips-Fox Terrace;

3 Emergency Services Levy:

In accordance with the provisions of sections 36B and 36L of the *Fire and Emergency Services Authority of Western Australia Act 1998,* IMPOSES the 2023-24 Emergency Services Levy Rates and Minimum and Maximum Payments on Residential, Vacant Land, Commercial, Industrial and Miscellaneous Lots as follows:

ESL Category 1	ESL Rate (Cents in dollar)	Minimum and Maximum Payments ESL CHARGES BY PROPERTY USE			
		Residential and Vacant Land		Commercial, Industrial and Miscellaneous	
		Minimum	Maximum	Minimum	Maximum
2023-24	1.3953	$98	$491	$98	$280,000

4 Domestic Refuse Charges:

In accordance with the provisions of section 67, Division 3, Part 6 of the *Waste Avoidance and Resource Recovery Act 2007,* IMPOSES the following domestic refuse charges for the 2023-24 financial year:

a	Waste Refuse Charge - Annual Standard Service including 3 bins, Bulk Waste	Per Annum	$360
b	Waste Refuse Charge – For Each Additional Annual Service including 3 bins, Bulk Waste	Per Annum	$360
c	New Standard Refuse Service for supply and delivery of 3 bins	Establishment Fee	$160
d	Waste Refuse Charge - Additional Annual Service Fee for Larger General Waste Bin (240L)	Per Annum	$242
e	Larger General Waste Bin (240L)- Establishment fee from General Waste Bin (140L), first year collection and processing	Establishment Fee	$164
f	Waste Refuse Charge - Additional Annual Service Fee for 240L Green bin, collection, processing service and disposal	Per Annum	$41
g	Waste Refuse Charge - Additional Annual Service fee for 240L or 360L Recycle bin collection, processing service and disposal	Per Annum	$56
h	Additional Recycling or Greens Waste bin to existing Standard Refuse Service	Establishment Fee	$71

5 Private Swimming Pool Inspection Fees:

In accordance with the *Building Act 2011* and regulation 53 of the *Building Regulations 2012*, IMPOSES for the 2023-24 financial year, a Private Swimming Pool Inspection fee of $43.90 for each property where a private swimming pool is located;

6 Payment Options:

6.1 In accordance with the provisions of section 6.45 of the *Local Government Act 1995,* OFFERS the following payment options for the payment of rates, specified area rates (where applicable), emergency services levy, domestic refuse charge and private swimming pool inspection fees:

6.1.1 One Instalment:

6.1.1.1 Payment in full (including all arrears) within 35 days of the issue date of the annual rate notice;

6.1.2 Two Instalments:

6.1.2.1 The first instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of the issue date of the annual rate notice;

6.1.2.2 The second instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable 63 days after the due date of the first instalment;

6.1.3 Four Instalments:

6.1.3.1 The first instalment of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of the issue date of the annual rate notice;

6.1.3.2 The second, third and fourth instalments, each of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable as follows:

6.1.3.2.1 the second instalment 63 days after due date of the first instalment;
6.1.3.2.2 the third instalment 63 days after due date of the second instalment;
6.1.3.2.3 the fourth instalment 63 days after due date of the third instalment;

6.2 The City offers AdvancePay as a further alternative option for the payment of rates whereby, following the payment of the 2023-24 rates and charges, ratepayers can, if they wish, commence paying the 2024-25 rates in advance in weekly, fortnightly or monthly payments, by direct debit, with no fees or interest charges for any payments received by the City prior to the due date for 2024-25 rates levied;

7 Late Payment Interest:

In accordance with the provisions of section 6.13 and 6.51 of the *Local Government Act 1995*, IMPOSES interest on all current and arrears of rates, specified area rates (where applicable), current and arrears of domestic refuse charges, current and arrears of private swimming pool inspection fees at a rate of 3% per annum, calculated on a simple interest basis on arrears amounts which remain unpaid and current amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of the instalment as the case may be and continues until the instalment is paid in full. Excluded are deferred rates, instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

8 Emergency Services Levy Interest Charge:

In accordance with the provisions of section 36S of the *Fire and Emergency Services Authority of Western Australia Act 1998*, IMPOSES interest on all current and arrears amounts of emergency services levy at the rate of 7% per annum, calculated on a simple interest basis on amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of an instalment and continues until the arrears is fully paid. Excluded are instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

9 Instalment and Payment Arrangement Administration Fees and Interest Charges:

9.1 In accordance with the provisions of section 6.45 of the *Local Government Act 1995*, for the 2023-24 financial year, IMPOSES the following administration fees and interest charges for payment of rates (including specified area rates), domestic refuse charge and private swimming pool inspection fees:

9.1.1 Two Instalment Option:

An administration fee of $12 for the second instalment with no interest applied;

9.1.2 Four Instalment Option:

An administration fee of $12 for each of the second, third and fourth instalments with no interest applied;

9.1.3 Special Payment Arrangements:

Special weekly, fortnightly or monthly payment arrangements can be made with the City for those ratepayers who may be unable to pay in full or according to the instalment plans offered. An administration fee of $34 if paid by Direct Debit (bank account only) or $52 for non-direct debit is charged on each special payment arrangement and penalty interest of 3% per annum for rates and charges and 7% per annum for the Emergency Services Levy, from and including the thirty sixth day from the issue of the rates notice, is applied to the outstanding balance until the account is paid in full;

9.2 In accordance with the provisions of section 6.49 of the *Local Government Act 1995*, AUTHORISES the Chief Executive Officer to enter into special payment arrangements with ratepayers for the payment of general rates, specified area rates (where applicable), emergency services levy, domestic refuse charges and private swimming pool inspection fees during the 2023-24 financial year;

10 AUTHORISES as part of the 2023-24 Budget the following transfers from Reserves:

Reserve	Amount	Purpose
Capital Works Carried Forward	$233,900	2022-23 uncompleted works and projects to be undertaken in 2023-24.
Asset Renewal	$12,702,536	To fund several infrastructure asset renewal projects, as specified in the Capital Expenditure Program.
Strategic Asset	$3,004,880	To fund several infrastructure asset projects, as specified in the Capital Expenditure Program.
Public Art Reserve	$312,049	For a public art project.
Parking Facility	$992,212	To provide for principal and interest repayments on the Reid Promenade Car Park loan.
Specified Area Rating-Harbour Rise	$823	To maintain enhanced landscaping in 2023-24.
Specified Area Rating-Iluka	$4,960	To maintain enhanced landscaping in 2023-24.
Specified Area Rating-Woodvale	$1,062	To maintain enhanced landscaping in 2023-24.
Specified Area Rating-Burns Beach	$3,120	To maintain enhanced landscaping in 2023-24.

11 AUTHORISES as part of the 2023-24 Budget the following transfers to Reserves:

Reserve	Amount	Purpose
Waste Management	$1,453,155	Surplus arising from waste management operations.
Tamala Park Land Sales	$3,333,333	Equity distribution from Tamala Park Regional Council.
Strategic Asset		Provision for future projects.
Non-Current Long Service Leave	$100,000	Increase in cover for future long service leave liabilities.
Parking Facility	$1,604,800	Surplus from paid parking to provide for the repayment of the loan for parking and other future Joondalup City Centre works and services.
Percy Doyle Infrastructure Reserve Fund	$184,110	Amount set aside 2023-24 Annual Budget plus CPI.
Various reserves	$4,374,038	Interest earned on the investment of reserve funds.

12 ADOPTS as part of the 2023-24 Budget, the Fees and Charges, as set out in Attachment 5 to Report CJ106-06/23 to the Budget, with those fees and charges being applicable from Monday, 3 July 2023 unless indicated otherwise in Attachment 5 of Report CJ106-06/23 to the Budget;

13 NOTES that statutory fees and charges included in the 2023-24 Schedule of Fees and Charges are subject to determination by State Government and any changes to these will be effected in the *Schedule of Fees and Charges* without the need to refer these back to Council;

14 ADOPTS for the financial year ended 30 June 2024 a variance amount of $50,000 or 5% of the appropriate base, whichever is the higher, to be a material variance for the purposes of reporting under regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*;

15 NOTES that an amount of $4.81 million is included in the 2023-24 Budget for payment to Development WA in respect of Ocean Reef Marina, comprising the City's contribution of $3.06 million as well as the Ocean Reef Sea Sports Club's contribution of $1.75 million, subject to the finalisation of a payment schedule with Development WA, and further NOTES that the Ocean Sea Sports Club will repay the City for its contribution of $1.75 million according to a repayment schedule to be finalised with the Club;

16 In respect of the proposed 50+ Platinum Adventure Program in 2023-24, APPROVES the following to the 2023-24 Budget:

16.1 Additional $25,000 in Fees and Charges revenue, reflecting anticipated income from the Program;

16.2 Additional $31,784 in Employee Costs expenditure, reflecting additional staff costs to run the Program;

16.3 Additional $37,065 in Materials and Contracts expenditure to run the Program;

17 In respect of the proposed installation of electric vehicle charging stations at the Joondalup Administration Centre and Works Operations Centre, APPROVES the following to the 2023-24 Budget:

17.1 Additional $20,787 in Non-Operating Grant Income, reflecting the anticipated grant from the funding body upon completion of the installation;

17.2 Additional $56,341 in Capital Expenditure for the installation of three EV charging stations at the Joondalup Administration Centre and one EV charging station at the Works Operations Centre;

18 APPROVES the transfer of $4,430,143 to the Asset Renewal Reserve.

The Motion was Put and CARRIED (9/4)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Jones, Logan, May and McLean.
Against the Motion: Crs Kingston, Poliwka, Raftis and Thompson.

Reason required for departure from Officer's recommendation.

In accordance with Regulation 11 (da) of the *Local Government (Administration) Regulations 1996*, the reason Council made its decision which was significantly different to what the administration recommended is to provide rates relief to the City's rate payers in a challenging economic environment.

Appendix 18 refers

To access this attachment on electronic document, click here: Attach18agn230627.pdf

URGENT BUSINESS

Nil.

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

C66-06/23 NOTICE OF MOTION NO. 1 - CR CHRISTOPHER MAY – CYCLIST/PEDESTRIAN PATHWAYS WHITFORDS AVENUE

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Christopher May has given notice of his intention to move the following Motion at the Council meeting to be held on 27 June 2023:

That Council:

1 NOTES the lack of cyclist/pedestrian path infrastructure running parallel to Whitfords Avenue, eastbound between Whitfords East Park and Marmion Avenue;

2 REQUESTS the Chief Executive Officer to prepare a report to Council on the construction of a Principal Shared Path running parallel to Whitfords Avenue, eastbound from Marmion Avenue/Whitfords East Park to Eddystone Avenue, Craigie, including appropriate crossings to connect to the existing path and Principal Shared Path network on the Padbury/westbound side of Whitfords Avenue, considering the following:

2.1 Priority rating assessed against similar projects;

2.2 Potential for State and/or Federal funding contributions;

2.3 Report to include preliminary costs of construction of a Principal Shared Path including earthworks, any crossing/s and retaining wall/s;

2.4 Any opportunities to cooperate with Main Roads WA and other stakeholders in delivery of this or similar projects.

REASON FOR MOTION

Currently, significant works are underway to improve the Principal Shared Path (PSP) network for cyclists and pedestrians along the length of the Mitchell Freeway within the City of Joondalup district.

Whitfords Avenue and associated pedestrian/cyclist infrastructure connects to one of the busiest train lines according to the Department of Transport. Whitfords and Warwick Stations have the most boardings on the Joondalup train line as at 2019 (Planning and Transport Research Centre, Pulse of Perth Data Visualisation report refers – pp17).

Currently, consistent PSP or widened paths run east-west on both sides of other east-west arterial roads servicing major train stations, such as Warwick Road, Hepburn Avenue, Ocean Reef Road and Burns Beach Road.

Whitfords Avenue east of the Freeway is also serviced by both a PSP and widened standard path on both the Woodvale and Kingsley side of Whitfords Avenue. There is also an underpass in Woodvale linking directly to the station precinct.

In the area specified in my Notice of Motion, there is no footpath or pedestrian infrastructure whatsoever between Whitfords East Park and Eddystone Avenue. I have proposed investigating an upgraded crossing similar to that of the Burns Beach-Kinross crossing to then divert cyclist traffic to the southern side of Whitfords Avenue to link up to the existing path and PSP on the Padbury side of Whitfords Avenue, to facilitate the maximum number of users having access to a PSP form both suburbs.

Such a project would improve access to high frequency bus stops in the south-western parts of Craigie and north-western side of Padbury, and growing populations in these areas due to infill will also lead to a further need for improved transport infrastructure to reduce car dependence and provide efficient access to Whitfords Station and the PSP currently under construction along the Mitchell Freeway.

At this time, residents on the western side of Craigie who wish to leave their car at home and commute via bike, scooter or walk/run, cannot do so effectively. The current shoulder on Whitfords Avenue is degraded and very narrow, presenting a potential safety hazard to motorists, cyclists and pedestrians.

Such a project could theoretically also be able to link up to the Eddystone Avenue PSP project currently underway.

The reason I have proposed terminating the project at Eddystone Avenue, is due to there being existing path networks east of this point which adequately service pedestrians and cyclists accessing the train station and Craigie Leisure Centre.

OFFICER'S COMMENT

A report can be prepared.

MOVED Cr May, SECONDED Cr Hamilton-Prime that Council:

1 NOTES the lack of cyclist/pedestrian path infrastructure running parallel to Whitfords Avenue, eastbound between Whitfords East Park and Marmion Avenue;

2 REQUESTS the Chief Executive Officer to prepare a report to Council on the construction of a Principal Shared Path running parallel to Whitfords Avenue, eastbound from Marmion Avenue/Whitfords East Park to Eddystone Avenue, Craigie, including appropriate crossings to connect to the existing path and Principal Shared Path network on the Padbury/westbound side of Whitfords Avenue, considering the following:

2.1 Priority rating assessed against similar projects;

2.2 Potential for State and/or Federal funding contributions;

2.3 Report to include preliminary costs of construction of a Principal Shared Path including earthworks, any crossing/s and retaining wall/s;

2.4 Any opportunities to cooperate with Main Roads WA and other stakeholders in delivery of this or similar projects.

The Motion was Put and CARRIED (12/1)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, Hamilton-Prime, Hill, Kingston, Logan, May, McLean, Poliwka, Raftis and Thompson.

Against the Motion: Cr Jones.

C67-06/23 NOTICE OF MOTION NO. 2. - CR CHRISTOPHER MAY – SISTER CITY RELATIONSHIP WITH CITY OF MANCHESTER

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Christopher May has given notice of his intention to move the following Motion at the Council meeting to be held on 27 June 2023:

That Council:

1 REQUESTS the Chief Executive Officer to investigate options for developing a Sister City relationship with the City of Manchester;

2 The report is to include information on:

2.1 The governance arrangements;

2.2 The synergies and opportunities for a relationship between the two cities;

2.3 Support from the City of Manchester for a relationship;

2.4 Additional City resource requirements;

2.5 Comparison with other potential Sister City relationships in communities and economies relevant to Joondalup.

REASON FOR MOTION

To investigate opportunities to establish a formal relationship with a major City in the United Kingdom. The United Kingdom is home to the largest first, second and third generation group of migrants within the City of Joondalup district, with a particularly large number from UK's north and midlands of which Manchester serves as a key regional centre.

Australia enjoys a formalised Free Trade Agreement with the United Kingdom, relaxed visa rules for Australians visiting and working with the United Kingdom and centuries long historical ties.

A sister city relationship would provide further opportunities for economic engagement directly between the City of Joondalup district and a sister city of comparable population to Perth's northern corridor (approx. 600,000), as well as Joondalup's educational institutions, including Edith Cowan University, North Metropolitan TAFE and the WA Police Academy, which recruits officers from the United Kingdom.

As Perth's northern satellite-city, strengthening cultural and economic ties with nations which are culturally and historically aligned will assist the City in realising economic development beyond solely the Asia-pacific region.

OFFICER'S COMMENT

The investigation of options for developing a Sister City relationship with the City of Manchester is supported.

The City is currently developing a new Economic Development Strategy to replace the existing *Economic Development Strategy – Expanding Horizons*. Guided by this strategy, the *International Economic Development Activities Plan* provides guidance on opportunities to facilitate international relationships. This plan highlights 'Profile raising' as a strategic priority and directs that the City should "*Continue to enhance the relationship with the City of Jinan and explore opportunities for relationships with other markets*".

It is important to note the draft Corporate Business Plan 2023-2027, scheduled to be presented to Council for adoption in June 2023, outlines that a new *International Economic Development Plan* will be developed by Quarter 4 of 2023/24. It is proposed that a new *International Economic Development Plan (Global City Plan)* will inform the development of the report to Council, which would include consideration of a Sister-City relationship between the City of Joondalup and the City of Manchester, as well as information on the following:

- The governance arrangements.
- The synergies and opportunities for a relationship between the two cities.
- Support from the City of Manchester for a relationship.
- Additional City resource requirements.
- Comparison with other potential Sister City relationships in communities and economies relevant to Joondalup.

In the meantime, it is proposed that the City establishes contact with the City of Manchester to commence investigations into establishing a relationship.

MOVED Cr May, SECONDED Cr Hamilton-Prime that Council:

1 REQUESTS the Chief Executive Officer to investigate options for developing a Sister City relationship with the City of Manchester;

2 The report is to include information on:

2.1 The governance arrangements;

2.2 The synergies and opportunities for a relationship between the two cities;

2.3 Support from the City of Manchester for a relationship;

2.4 Additional City resource requirements;

2.5 Comparison with other potential Sister City relationships in communities and economies relevant to Joondalup.

The Motion was Put and **LOST (6/7)**

In favour of the Motion: Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill, Logan and May.
Against the Motion: Cr Chester, Jones, Kingston, McLean, Poliwka, Raftis and Thompson.

ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil.

CLOSURE

There being no further business, the Mayor declared the meeting closed at 11.31pm the following Elected Members being present at that time:

HON. ALBERT JACOB, JP
CR TOM MCLEAN, JP
CR ADRIAN HILL
CR NIGE JONES
CR DANIEL KINGSTON
CR RUSSELL POLIWKA
CR CHRISTOPHER MAY
CR SUZANNE THOMPSON
CR RUSS FISHWICK, JP
CR CHRISTINE HAMILTON-PRIME, JP
CR JOHN RAFTIS
CR JOHN LOGAN
CR JOHN CHESTER

City of Joondalup

APPENDICES FOR AGENDA FOR ORDINARY COUNCIL MEETING 27 JUNE 2023

ITEM NO.	TITLE	APPENDIX NO.	STAMPED PAGE NO.
CJ086-06/23	DEVELOPMENT AND SUBDIVISION APPLICATIONS - APRIL 2023	1	1
CJ087-06/23	PROPOSED MULTIPLE DWELLINGS (SEVEN NEW DWELLINGS) AT LOT 61 (549) BEACH ROAD, DUNCRAIG	2	5
CJ088-06/23	APPOINTMENT OF ELECTED MEMBER REPRESENTATIVE TO THE CITY'S RECONCILIATION ACTION PLAN COMMUNITY REFERENCE GROUP	3	94
CJ089-06/23	TENDER 010/23 SUPPLY AND DELIVERY OF DOG WASTE BAGS AND ROADSIDE BAGS	4 *Attachment 3 is confidential*	96
CJ090-06/23	EXECUTION OF DOCUMENTS	5	101
CJ091-06/23	MINUTES OF REGIONAL COUNCIL MEETINGS	*Electronic Only*	-
CJ092-06/23	STATUS OF PETITIONS	6	102
CJ093-06/23	ANNUAL REVIEW OF THE CORPORATE BUSINESS PLAN 2023–2027	7	118
CJ094-06/23	CORPORATE SPONSORSHIP APPLICATION: WHITFORD CHURCH OF CHRIST INC. FOR HEATHRIDGE CAROLS IN THE PARK 2023	8	241
	CORPORATE SPONSORSHIP APPLICATION: SWIMMING WA OPEN WATER SWIM SERIES AT MULLALOO AND SORRENTO – THIS ITEM HAS BEEN WITHDRAWN	9	
CJ095-06/23	CORPORATE SPONSORSHIP APPLICATION: BOWLS AUSTRALIA LTD FOR THE NATIONALS EVENT 2023	10	270
CJ096-06/23	2023 ANNUAL REVIEW OF REGISTER OF DELEGATION OF AUTHORITY	11 *Attachment 4 is Electronic Only*	300
CJ097-06/23	LIST OF PAYMENTS MADE DURING THE MONTH OF APRIL 2023	12	445
CJ098-06/23	FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 30 APRIL 2023	13	514
CJ099-06/23	SORRENTO SURF LIFE SAVING CLUB REDEVELOPMENT PROJECT - CONCEPT DESIGN UPDATE	14	523

ITEM NO.	TITLE	APPENDIX NO.	STAMPED PAGE NO.
CJ100-06/23	OCEAN REEF ARTIFICIAL SURF REEF PRE-FEASIBILITY PROPOSAL	15	571
CJ102-06/23	TRAFFIC MANAGEMENT IMPROVEMENTS NORTHSHORE DRIVE, KALLAROO	16	583
CJ105-06/23	PUBLIC ACCESS WAYS PLANTING AND MAINTENANCE PROGRAM	17	585
CJ106-06/23	DRAFT BUDGET 2023-24	18	609
CJ107-06/23	PROPOSAL TO LEVY DIFFERENTIAL RATES FOR THE 2023-24 FINANCIAL YEAR	19	688

Monthly Development Applications Determined - April 2023

Ward	DA Number	Receive Date	Application Details	Property Address	Estimated Cost	Stage Decision
Central	DA23/0019	12/01/23	SINGLE HOUSE (new dwelling)	22A Kallaroo Place KALLAROO WA 6025	$407,800.00	Approved
Central	DA23/0064	31/01/23	SINGLE HOUSE (alterations and balcony addition)	5 Forestville Court KALLAROO WA 6025	$145,000.00	Approved
Central	DA23/0105	15/02/23	SINGLE HOUSE (patio and garage additions)	2 Shorebird Parade WOODVALE WA 6026	$10,000.00	Approved
Central	DA23/0112	20/02/23	HOLIDAY HOUSE (change of use)	31 Clevedon Place KALLAROO WA 6025	$20,000.00	Approved
Central	DA23/0142	07/03/23	CONSULTING ROOMS (change of use)	St Ives Super Deli SP 39/175 Dampier Avenue KALLAROO WA 6025	$120,000.00	Approved
Central	DA23/0149	10/03/23	EDUCATIONAL ESTABLISHMENT (1 x AAT Modular Bathroom)	Beldon Primary School 10 Pacific Way BELDON WA 6027	$0.00	Approved
Central	DA23/0152	10/03/23	SINGLE HOUSE (additions)	7 Europa Court KALLAROO WA 6025	$250,000.00	Approved
Central	DA23/0164	15/03/23	SINGLE HOUSE (patio addition)	20 Emperor Avenue BELDON WA 6027	$5,000.00	Approved
Central	DA23/0178	23/03/23	SINGLE HOUSE (carport addition)	4 Centaur Street KALLAROO WA 6025	$7,600.00	Approved
Central	DA23/0207	29/03/23	SINGLE HOUSE (carport addition)	16 Sulina Place KALLAROO WA 6025	$37,726.00	Approved
Central	DA23/0214	30/03/23	SINGLE HOUSE (patio addition)	20A Cascade Close WOODVALE WA 6026	$12,100.00	Approved
Central	DA23/0219	31/03/23	SINGLE HOUSE (patio addition)	3 Lathyrus Mews WOODVALE WA 6026	$13,400.00	Approved
Central	DA23/0230	04/04/23	GROUPED DWELLING (patio addition)	67B Tifera Circle KALLAROO WA 6025	$1,000.00	Approved
North	DA19/0138.01	14/03/23	EDUCATIONAL ESTABLISHMENT (modifications to previously approved development)	Edith Cowan University 270 Joondalup Drive JOONDALUP WA 6027	$0.00	Approved
North	DA22/0988	12/12/22	SINGLE HOUSE (new three storey dwelling)	3 Pink Way BURNS BEACH WA 6028	$1,118,267.00	Approved
North	DA23/0156	13/03/23	SINGLE HOUSE (patio addition)	22 Corsock Loop KINROSS WA 6028	$23,500.00	Approved
North	DA23/0159	13/03/23	SINGLE HOUSE (new two storey dwelling)	26 Achilles Loop ILUKA WA 6028	$1,300,000.00	Approved
North	DA23/0165	15/03/23	SINGLE HOUSE (carport addition)	60 Achilles Loop ILUKA WA 6028	$6,500.00	Approved
North	DA23/0167	16/03/23	SINGLE HOUSE (carport addition)	4 Glencraig Crescent KINROSS WA 6028	$10,500.00	Approved
North	DA23/0179	23/03/23	SINGLE HOUSE (patio works)	30 Grangemouth Turn KINROSS WA 6028	$9,651.00	Approved
North	DA23/0186	22/03/23	SINGLE HOUSE (patio addition)	12 Vanguard Place CURRAMBINE WA 6028	$17,160.00	Approved
North	DA23/0187	23/03/23	SINGLE HOUSE (patio addition)	2 Talbingo Turn JOONDALUP WA 6027	$19,900.00	Approved
North	DA23/0190	23/03/23	SINGLE HOUSE (patio addition)	40 Annandale Circle KINROSS WA 6028	$6,915.00	Approved
North	DA23/0198	24/03/23	SINGLE HOUSE (outbuilding addition)	120 Caledonia Avenue CURRAMBINE WA 6028	$10,000.00	Approved
North	DA23/0200	27/03/23	SINGLE HOUSE (carport enclosure)	3 Seagate Turn KINROSS WA 6028	$6,700.50	Approved

Ward	DA Number	Receive Date	Application Details	Property Address	Estimated Cost	Stage Decision
North	DA23/0210	31/03/23	MOTOR VEHICLE REPAIR (change of use)	8 Lincoln Lane JOONDALUP WA 6027	$0.00	Approved
North	DA23/0235	11/04/23	EDUCATIONAL ESTABLISHMENT (change of use)	2/22 Winton Road JOONDALUP WA 6027	$1.00	Approved
NorthCentr	DA22/0751	19/09/22	GROUPED DWELLING (new dwelling)	26A Ashburton Drive HEATHRIDGE WA 6027	$265,000.00	Approved
NorthCentr	DA22/0889	08/11/22	GROUPED DWELLING (new dwelling)	3A De Grey Court HEATHRIDGE WA 6027	$325,000.00	Approved
NorthCentr	DA23/0017	11/01/23	HOME BUSINESS (hairdressing)	9 Transit Way MULLALOO WA 6027	$18,500.00	Approved
NorthCentr	DA23/0097	13/02/23	GROUPED DWELLING (garage addition)	16B Penguin Close HEATHRIDGE WA 6027	$12,000.00	Approved
NorthCentr	DA23/0126	27/02/23	SINGLE HOUSE (outbuilding)	26 Cantara Rise OCEAN REEF WA 6027	$18,995.00	Approved
NorthCentr	DA23/0163	15/03/23	SINGLE HOUSE (garage addition)	11 Seapeak Road OCEAN REEF WA 6027	$50,000.00	Approved
NorthCentr	DA23/0166	15/03/23	SINGLE HOUSE (siteworks)	8 Chiton Place HEATHRIDGE WA 6027	$5,000.00	Approved
NorthCentr	DA23/0201	27/03/23	SINGLE HOUSE (patio addition)	18 Waterville Tor CONNOLLY WA 6027	$25,000.00	Approved
South	DA22/0989	12/12/22	CONSULTING ROOMS (change of use)	178 Warwick Road DUNCRAIG WA 6023	$50,000.00	Approved
South	DA23/0030	16/01/23	SINGLE HOUSE (carport addition)	56 Bernard Manning Drive DUNCRAIG WA 6023	$10,863.00	Approved
South	DA23/0101	14/02/23	SINGLE HOUSE (carport addition)	12 Salata Place DUNCRAIG WA 6023	$15,000.00	Approved
South	DA23/0117	23/02/23	SINGLE HOUSE (carport and storeroom addition)	55 Willow Road WARWICK WA 6024	$29,000.00	Approved
South	DA23/0139	08/03/23	SINGLE HOUSE (additions)	83 Hillwood Avenue WARWICK WA 6024	$173,088.00	Approved
South	DA23/0196	24/03/23	SINGLE HOUSE (carport & patio addition)	15 Hilton Place DUNCRAIG WA 6023	$18,720.00	Approved
South	DA23/0197	24/03/23	SINGLE HOUSE (carport & patio addition)	15 Hasper Place MARMION WA 6020	$19,800.00	Approved
South	DA23/0203	27/03/23	SINGLE HOUSE (siteworks)	25 Carlyle Crescent DUNCRAIG WA 6023	$19,000.00	Approved
SouthEast	DA22/0922	17/11/22	SINGLE HOUSE (outbuilding addition)	47 Bouvardia Way GREENWOOD WA 6024	$33,580.00	Approved
SouthEast	DA23/0031	16/01/23	SINGLE HOUSE (alteration and additions)	22 Adenandra Way GREENWOOD WA 6024	$40,000.00	Approved
SouthEast	DA23/0192	23/03/23	SINGLE HOUSE (carport addition)	27 Hester Way GREENWOOD WA 6024	$6,000.00	Approved
SouthEast	DA23/0226	04/04/23	SINGLE HOUSE (outbuilding addition)	27 Dalmain Street KINGSLEY WA 6026	$13,000.00	Approved
SouthEast	DA23/0232	06/04/23	SINGLE HOUSE (patio addition)	48 Beaumont Way GREENWOOD WA 6024	$10,818.00	Approved
SouthWest	DA22/0715	08/09/22	SINGLE HOUSE (terrace addition)	47 Kempenfeldt Avenue SORRENTO WA 6020	$100,000.00	Approved
SouthWest	DA23/0035	20/01/23	SINGLE HOUSE (additions)	75 Campbell Drive HILLARYS WA 6025	$250,000.00	Approved
SouthWest	DA23/0047	24/01/23	SINGLE HOUSE (garage addition)	34 Armytage Way HILLARYS WA 6025	$40,000.00	Approved
SouthWest	DA23/0090	10/02/23	SINGLE HOUSE (siteworks)	8 Drakes Walk SORRENTO WA 6020	$5,000.00	Approved
SouthWest	DA23/0116	22/02/23	GROUPED DWELLING (additions)	57 Kempenfeldt Avenue SORRENTO WA 6020	$60,000.00	Approved

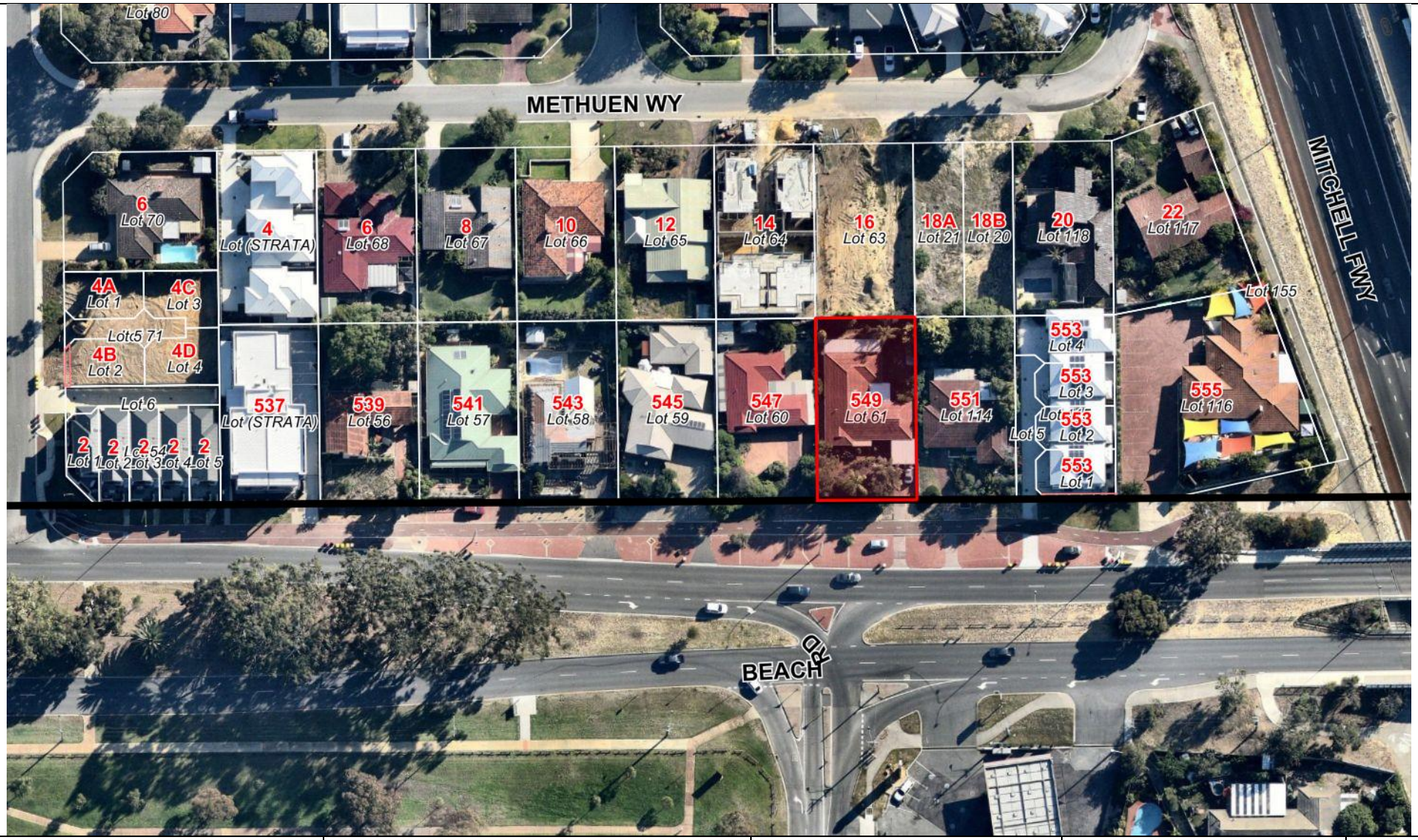
Ward	DA Number	Receive Date	Application Details	Property Address	Estimated Cost	Stage Decision
SouthWest	DA23/0118	22/02/23	SINGLE HOUSE (additions)	55 High Street SORRENTO WA 6020	$90,000.00	Approved
SouthWest	DA23/0128	01/03/23	SINGLE HOUSE (new ancillary dwelling)	7 Lewis Court PADBURY WA 6025	$55,000.00	Approved
SouthWest	DA23/0172	21/03/23	GROUPED DWELLING (garage addition - retrospective)	49 Marine Terrace SORRENTO WA 6020	$20,000.00	Approved
SouthWest	DA23/0176	21/03/23	SINGLE HOUSE (new dwelling)	1 Warner Drive PADBURY WA 6025	$365,286.00	Approved
SouthWest	DA23/0182	22/03/23	GROUPED DWELLING (bowling green shade shelters)	39/7 Harman Road SORRENTO WA 6020	$28,000.00	Approved
SouthWest	DA23/0195	24/03/23	SINGLE HOUSE (carport addition)	16 Lowes Way PADBURY WA 6025	$11,600.00	Approved
SouthWest	DA23/0213	30/03/23	SINGLE HOUSE (additions)	4 Coolangatta Retreat HILLARYS WA 6025	$80,000.00	Approved
SouthWest	DA23/0218	30/03/23	SINGLE HOUSE (new dwelling)	116A High Street SORRENTO WA 6020	$120,000.00	Approved
61					**$5,941,970.50**	

ATTACHMENT 2

Monthly Subdivision Application Recommendations to Western Australian Planning Commission - April 2023

Ward	SU Number	Received Date	Application Details	Property Address	Recommendation
Central	SU109-23	21/02/23	2 strata residential lots	70 Camberwarra Drive CRAIGIE WA 6025	Support
Central	SU121-23	24/02/23	2 strata residential lots	31 Beltana Road CRAIGIE WA 6025	NotSupport
Central	SU169-23	20/03/23	2 strata residential lots	2 Shorebird Parade WOODVALE WA 6026	Support
NorthCentr	SU176-23	22/03/23	2 strata residential lots	1 Day Place HEATHRIDGE WA 6027	Support
SouthEast	SU127-23	01/03/23	3 strata residential lots	82 Wimbledon Drive KINGSLEY WA 6026	NotSupport
SouthWest	SU163320	24/02/23	1 additional residential lot	8 Parkinson Place HILLARYS WA 6025	Support
SouthWest	SU163354	08/03/23	2 strata residential lots	71 David Crescent HILLARYS WA 6025	NotSupport
7					

APPENDIX 2
ATTACHMENT 1



City of Joondalup

DISCLAIMER: While every care is taken to ensure the accuracy of this data, the City of Joondalup makes no representations or warranties about its accuracy, completeness or suitability for any particular purpose and disclaims all liability for all expenses, losses, damages and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.

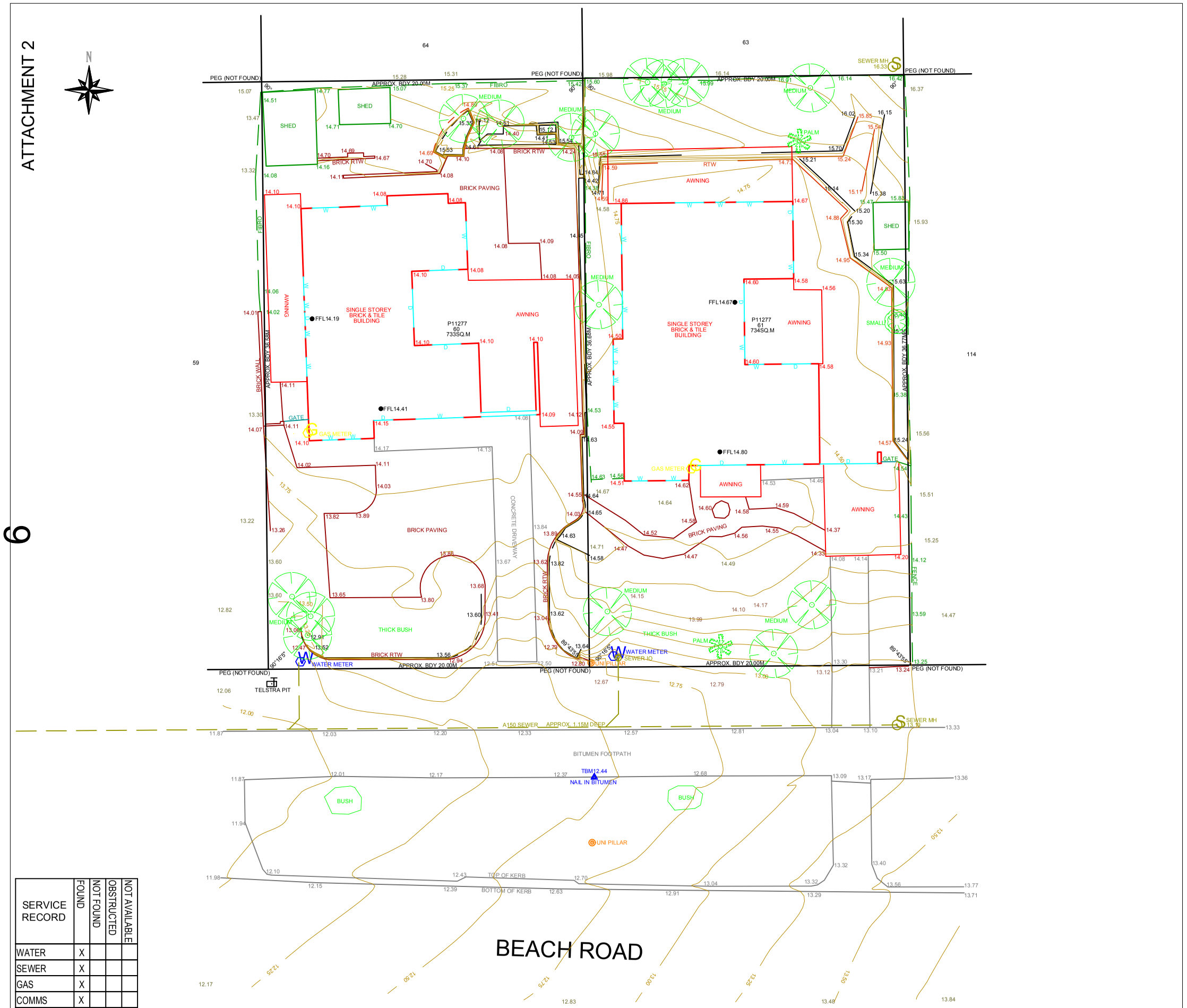
549 Beach Road

9/08/2021

1:1129

ATTACHMENT 2

6



SERVICE RECORD	FOUND	NOT FOUND	OBSTRUCTED	NOT AVAILABLE
WATER	X			
SEWER	X			
GAS	X			
COMMS	X			
POWER U/G	X			
O/H				X

CALL "DIAL BEFORE YOU DIG" FOR CONFIRMATION

WARNING!
BOUNDARY RE-ESTABLISHMENT SURVEY REQUIRED TO CONFIRM LOT BOUNDARIES AND DIMENSIONS

NOTE:
SMALL TREE: TRUNK <200MM DIAMETER
MEDIUM TREE: TRUNK 200MM-500MM DIAMETER
LARGE TREE: TRUNK >500MM DIAMETER

0 5 10 METERS
SCALE 1: 250 @ A3

Geomatics Australia
ABN 20 808 737 401
matt@geomaticsaustralia.com.au
www.geomaticsaustralia.com.au
PH 0428 896 600

DISCLAIMER

The content of this plan is current and correct as of the date stated within the revision panel.
The boundaries shown on the plan were not re-established as part of the survey, therefore the plan does not guarantee their accuracy.
Existing easements, encumbrances or interests are not depicted and a title search is recommended to obtain the information.
Re-establishment of the cadastral boundaries is recommended for proposed works on or near the boundary.
Service information to be confirmed with the relevant authorities.
For underground services ring "Dial Before you Dig" for confirmation.

REV	COMMENT	DATE	CHK
0	ISSUE FOR USE	22/07/19	SL

PROJECT

547 & 549 BEACH ROAD, DUNCRAIG FEATURE SURVEY

CLIENT

Fulfil The Dream
Perth's Property Development and Lifestyle Specialists

SURVEYED	DRAFTED
MJK 16/07/19	MJK 22/07/19

DATUM	GRID	LOT NO.
AHD (SMH)	LOCAL	60 & 61

PLAN/DIAGRAM	CERT. OF TITLE
P11277	1413-915 & 1413-916

FILE REFERENCE
PRECAL
DBYD

FILE NAME
541-FTD-C01-133-001_0.dwg

1:1

Survey

1 of 11

MULTI-RES APARTMENTS

CLIENT: Kish & Budara

PROJECT ADDRESS: LOT 61,#549 BEACH ROAD DUNCRAIG, WA, 6023

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Sun Study - 9am

Sun Study - 10am

Sun Study - 11am

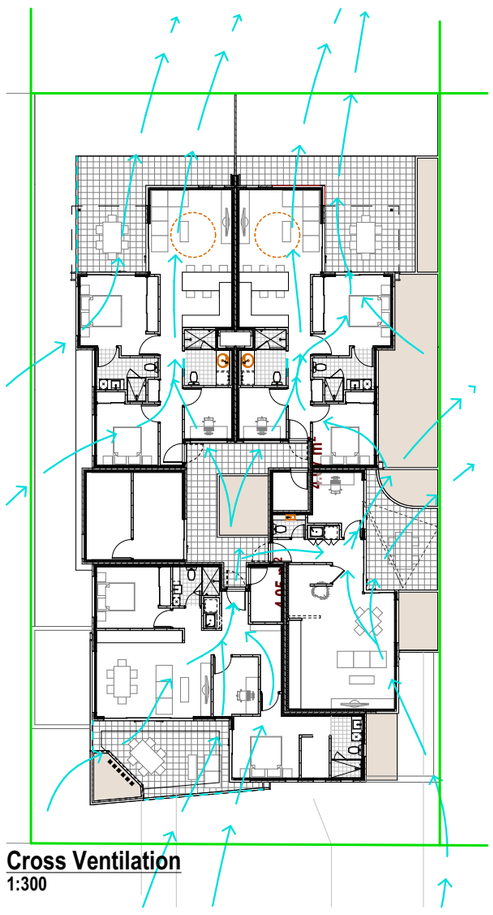
Sun Study - 12pm

Sun Study - 1pm

Sun Study - 2pm

Sun Study - 3pm

Sun Study - 4pm



Cross Ventilation
1:300

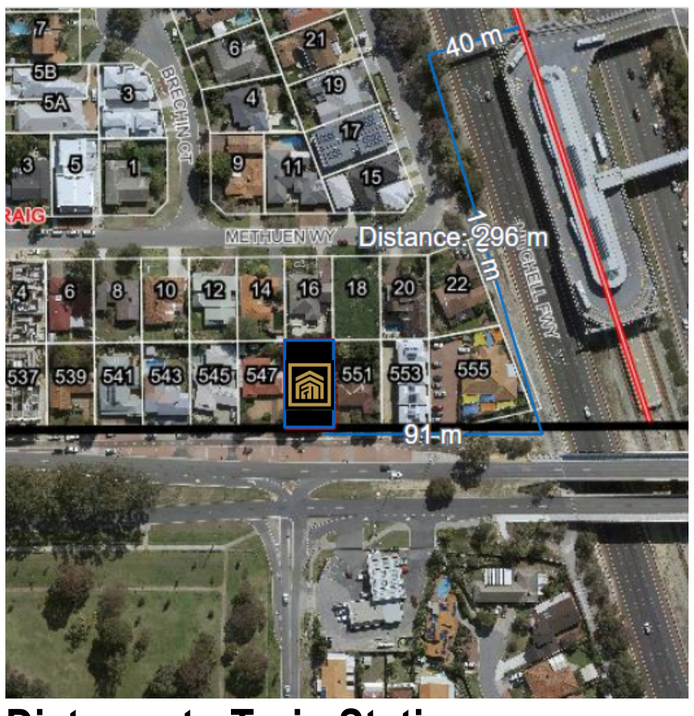
Landscaping - Trees			
			2
Existing Medium Trees		Pencil Pines	4
Existing Medium Trees		Red Bottlebrush	2
Large Trees		Jacaranda or Birch	3
Medium Trees		Hibiscus/Acacia/Red Bottlebrush	7
Small Trees		Grevillea/Willow Myrtle/Hibiscus/Golden Cane	13
			31

7.74 m²
2.00 m²
1.82 m²

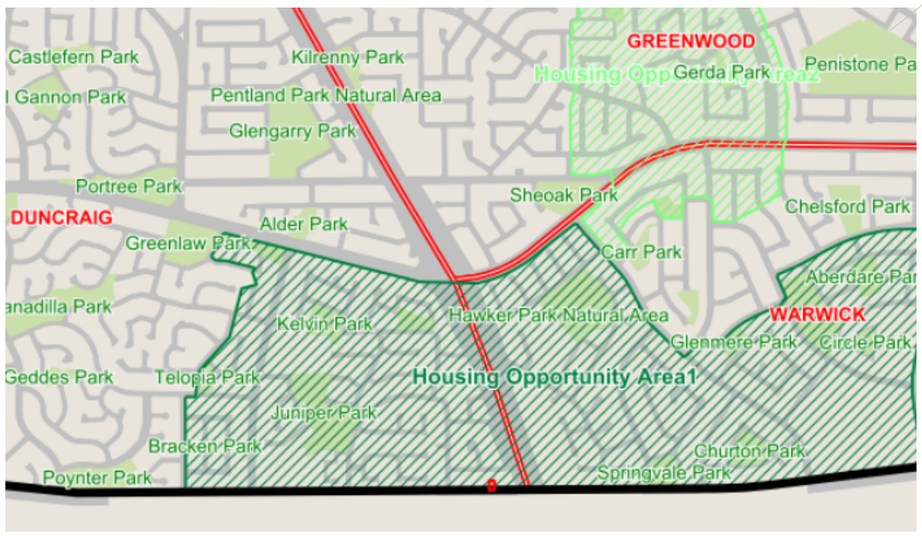
TOTAL: 15.63m2

DEEP SOIL ZONE
22.57 m²
26.62 m²
114.22 m²

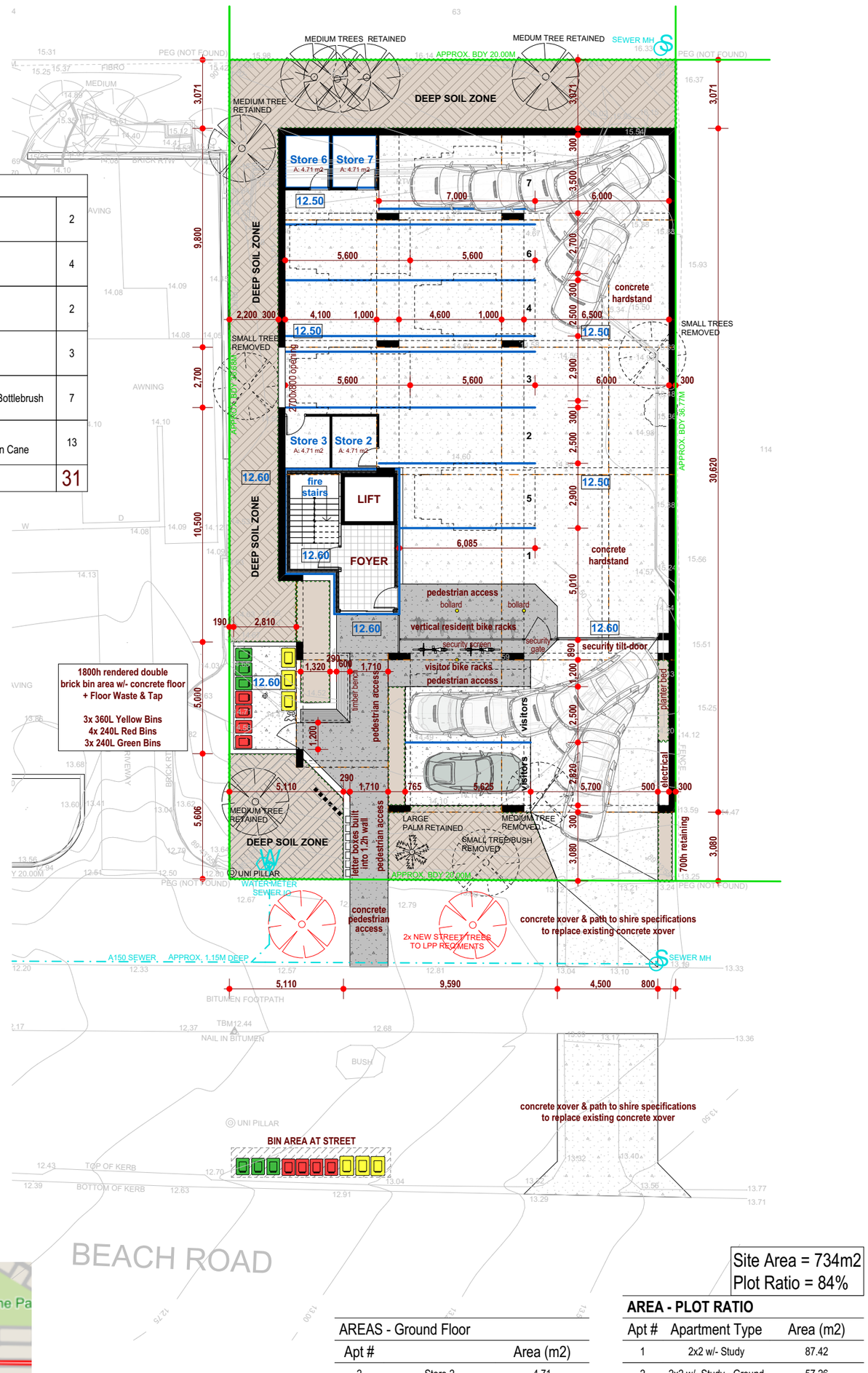
TOTAL: 163.41m2



Distance to Train Station



Housing Opportunity Area Map



Site Area = 734m2
Plot Ratio = 84%

AREAS - Ground Floor		
Apt #		Area (m2)
2	Store 2	4.71
3	Store 3	4.71
6	Store 6	4.71
7	Store 7	4.71
Common	Basement Carpark	366.35
Common	Visitors Carpark & Entry	96.03
Common	Foyer	29.26
		510.48 m²

AREA - PLOT RATIO

Apt #	Apartment Type	Area (m2)
1	2x2 w/- Study	87.42
2	2x2 w/- Study - Ground	57.26
2	2x2 w/- Study - Upper	43.61
3	2x2 w/- Study	85.18
4	2x2 w/- Study	83.77
5	2x2 w/- Study	87.42
6	2x2 w/- Study	85.18
7	2x2 w/- Study	83.80
		613.64 m²

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9	02/04/23	DA Amend - More Info on Plans

Site plan 1:200

MULTI-RES APARTMENTS

CLIENT: Kish & Budara

PROJECT ADDRESS: LOT 61,#549 BEACH ROAD DUNCRAIG, WA, 6023

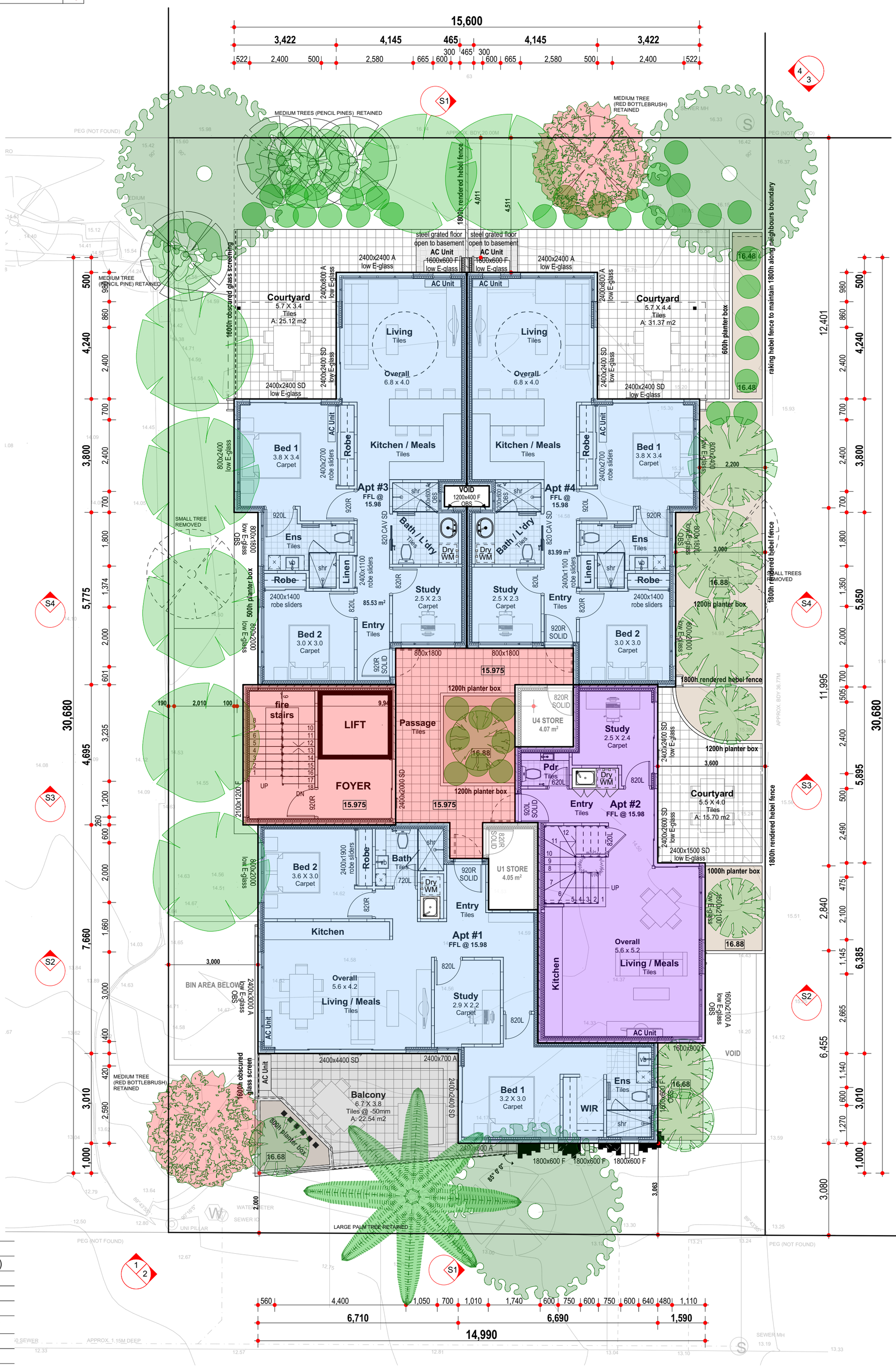
DRAWN: DT

Landscaping - Trees			
Existing Medium Trees		Pencil Pines	4
Existing Medium Trees		Red Bottlebrush	2
Large Trees		Jacaranda or Birch	3
Medium Trees		Hibiscus/Acacia/Red Bottlebrush	7
Small Trees		Grevillea/Willow Myrtle/Hibiscus/Golden Cane	13
			29

Landscaping - Soil Area

6.97 m²
5.58 m²
29.27 m²
5.42 m²
4.95 m²
3.89 m²

TOTAL: 56.08m2



AREAS - First Floor		
Apt #		Area (m2)
1	2x2 w/- Study	87.42
1	Balcony	26.87
1	Store 1	5.07
		119.36 m²
2	2x2 w/- Study - Ground	57.26
2	Courtyard	21.22
		78.48 m²
3	2x2 w/- Study	85.18
3	Courtyard	49.68
		134.86 m²
4	2x2 w/- Study	83.77
4	Courtyard	68.94
4	Store 4	4.07
		156.78 m²
Common	Egress	27.09
Common	Foyer	24.01
		51.10 m²
		540.58 m²

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8	01/12/22	DA Amend - Major Re-design
9	02/04/23	DA Amend - More Info on Plans

First Floor Plan

1:100

MULTI-RES APARTMENTS

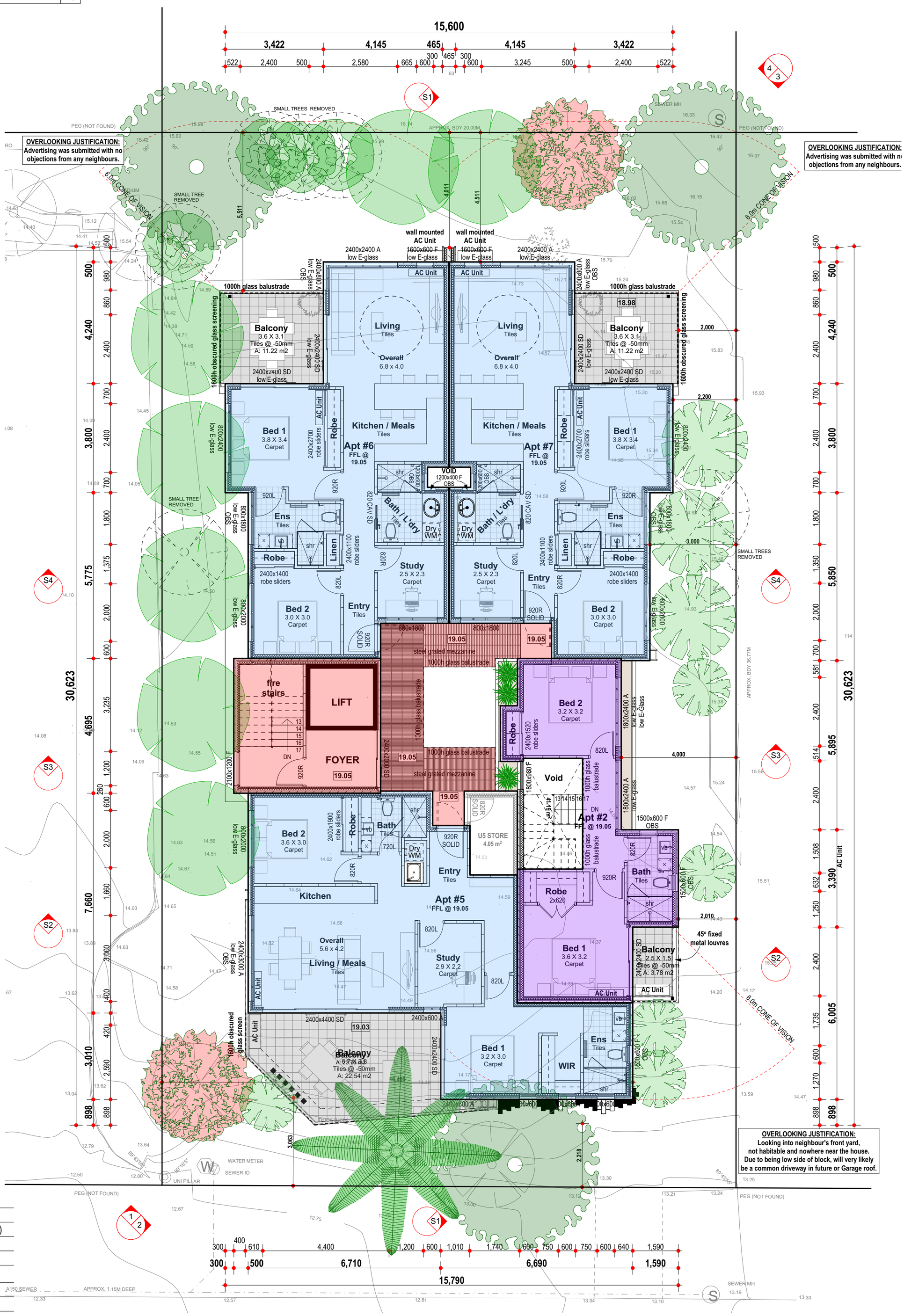
3 of 11

CLIENT: Kish & Budara

PROJECT ADDRESS: LOT 61,#549 BEACH ROAD DUNCRAIG, WA, 6023

DRAWN: DT

Landscaping - Trees			
Existing Medium Trees		Pencil Pines	4
Existing Medium Trees		Red Bottlebrush	2
Large Trees		Jacaranda or Birch	3
Medium Trees		Hibiscus/Acacia/Red Bottlebrush	7
Small Trees		Grevillea/Willow Myrtle/Hibiscus/Golden Cane	13
			29



AREAS - 2nd Floor		
Apt #		Area (m2)
2	2x2 w/- Study - Upper	43.61
2	Balcony	4.20
		47.81 m²
5	2x2 w/- Study	87.42
5	Balcony	23.70
5	Store 5	5.07
		116.19 m²
6	2x2 w/- Study	85.18
6	Balcony	11.74
		96.92 m²
7	2x2 w/- Study	83.80
7	Balcony	11.74
		95.54 m²
Common	Foyer	24.02
Common	Egress	20.08
		44.10 m²
		400.56 m²

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8	01/12/22	DA Amend - Major Re-design
9	02/04/23	DA Amend - More Info on Plans

Second Floor Plan

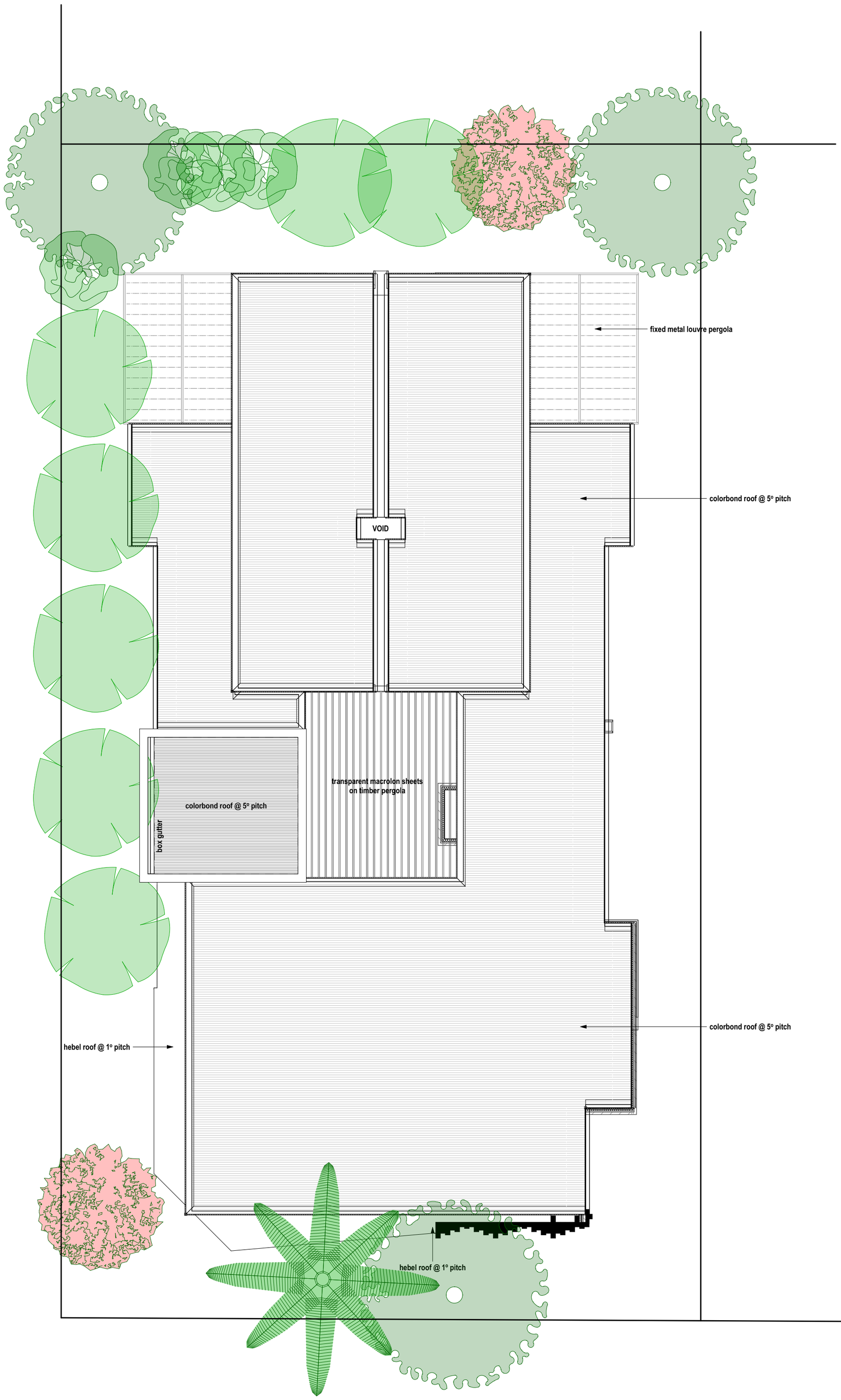
1:100

MULTI-RES APARTMENTS

CLIENT: Kish & Budara

DRAWN: DT

PROJECT ADDRESS: LOT 61,#549 BEACH ROAD DUNCRAIG, WA, 6023



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8	01/12/22	DA Amend - Major Re-design
9	02/04/23	DA Amend - More Info on Plans

Roof Plan 1:100

MULTI-RES APARTMENTS

5 of 11

CLIENT: Kish & Budara

PROJECT ADDRESS: LOT 61,#549 BEACH ROAD DUNCRAIG, WA, 6023

DRAWN: DT

ELEVATION 1
1:100

OVERLOOKING JUSTIFICATION:
6m Cone doesn't touch the fence, therefore will not reach the house or any living/outdoor living areas.

ELEVATION 2
1:100

ELEVATION 3
1:100

OVERLOOKING JUSTIFICATION:
6m Cone doesn't touch the fence, therefore will not reach the house or any living/outdoor living areas.

ELEVATION 4
1:100

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9	02/04/23	DA Amend - More Info on Plans

Elevations 1:100

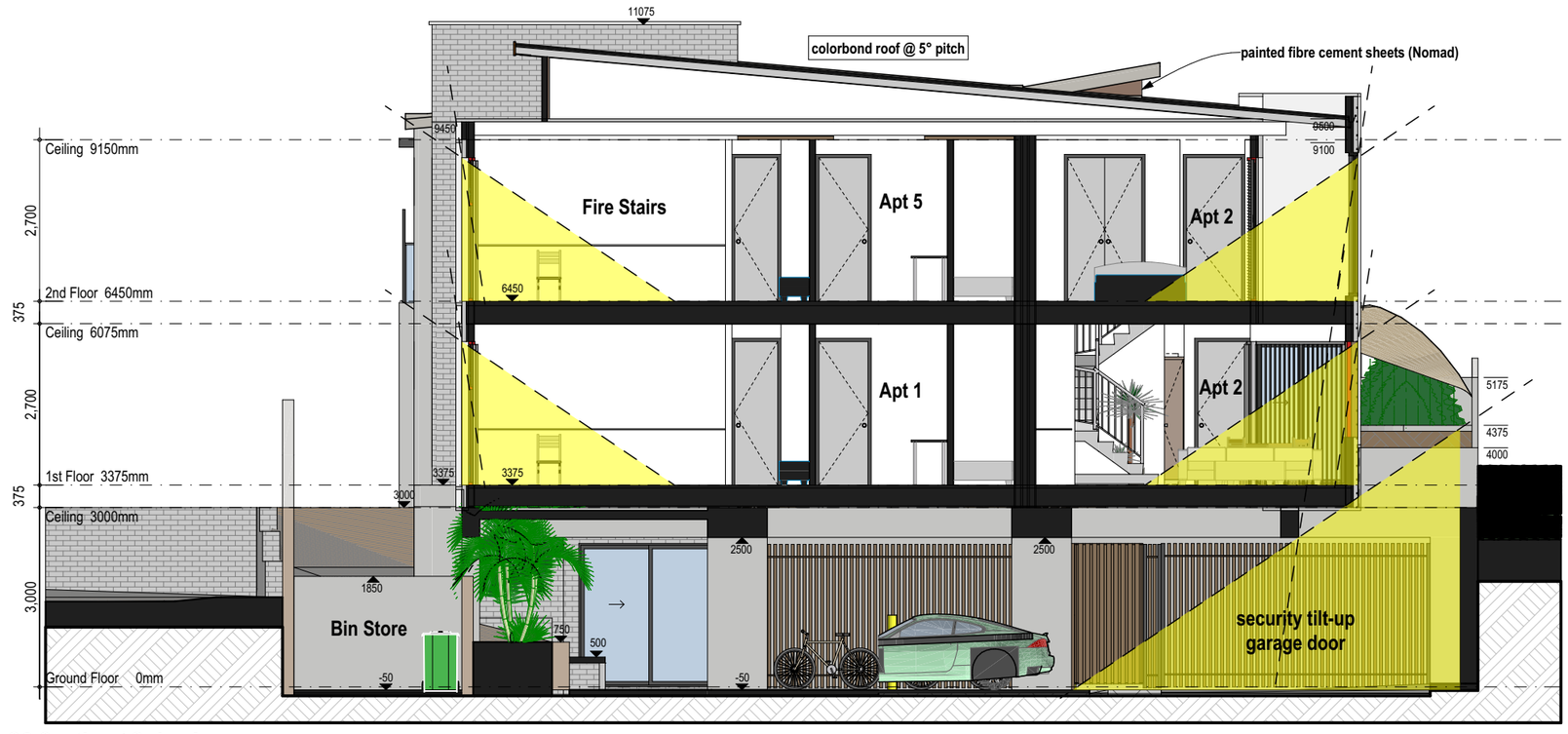
MULTI-RES APARTMENTS

CLIENT: Kish & Budara

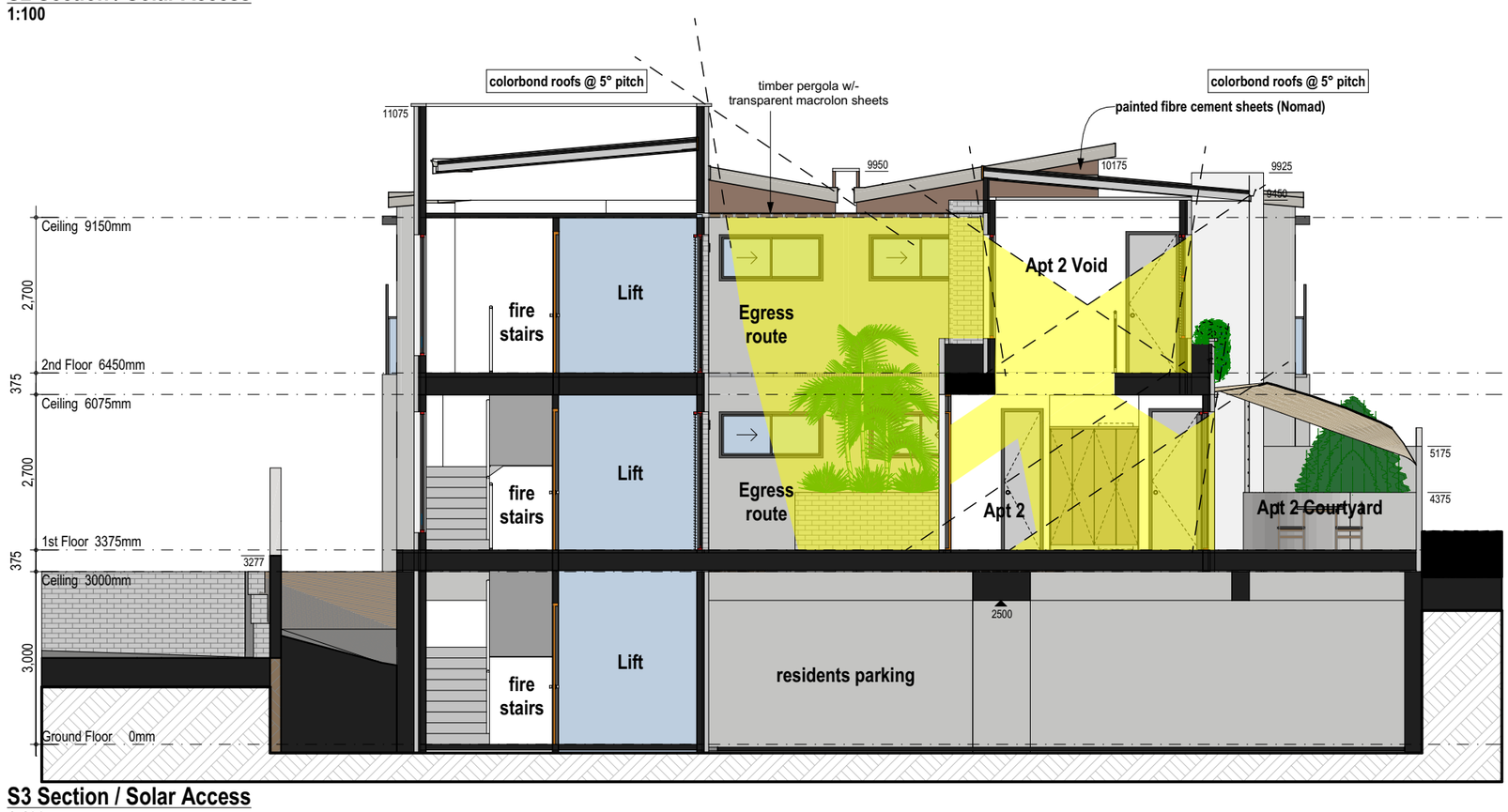
PROJECT ADDRESS: LOT 61,#549 BEACH ROAD DUNCRAIG, WA, 6023

DRAWN: DT

S1 Section / Solar Access
1:100



S2 Section / Solar Access
1:100



S3 Section / Solar Access
1:100

S4 Section / Solar Access
1:100

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8	01/12/22	DA Amend - Major Re-design
9	02/04/23	DA Amend - More Info on Plans

Sections / Solar Access 1:100

MULTI-RES APARTMENTS

CLIENT:
Kish & Budara

PROJECT ADDRESS:
LOT 61,#549 BEACH ROAD
DUNCRAIG, WA, 6023

DRAWN:
DT

Perspective - Front
1:0.96

Perpective - Rear
1:1.31

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Perspectives 1 1:100, 1:1

MULTI-RES APARTMENTS

8 of 11

CLIENT:
Kish & Budara

PROJECT ADDRESS:
LOT 61,#549 BEACH ROAD
DUNCRAIG, WA, 6023

DRAWN:
DT

Perpective - West Elevation
1:1.17

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42 WEST COAST DRIVE
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Rev.	Date	Notes
1	06.07.20	Concept Design
2	06/07/21	JDRP Lodgement Plans
3	18/11/21	DA Lodgement Plans
4	23/11/21	Application Lodged
5	16/02/22	DA Invoice received, Info added to plans
6	04/03/22	Invoice Paid - Application officially rec'd
7	27/07/22	DA Amend - Middle Apt & Stores
8	01/12/22	DA Amend - Major Re-design
9	02/04/23	DA Amend - More Info on Plans

Perspectives 2 1:100, 1:1

MULTI-RES APARTMENTS

CLIENT:
Kish & Budara

PROJECT ADDRESS:
LOT 61,#549 BEACH ROAD
DUNCRAIG, WA, 6023

DRAWN:
DT

Perspective - Entry
1:1.22

Perspective - Mezz Apt
1:1.54

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Perspectives 3 1:100, 1:1

MULTI-RES APARTMENTS

CLIENT: Kish & Budara

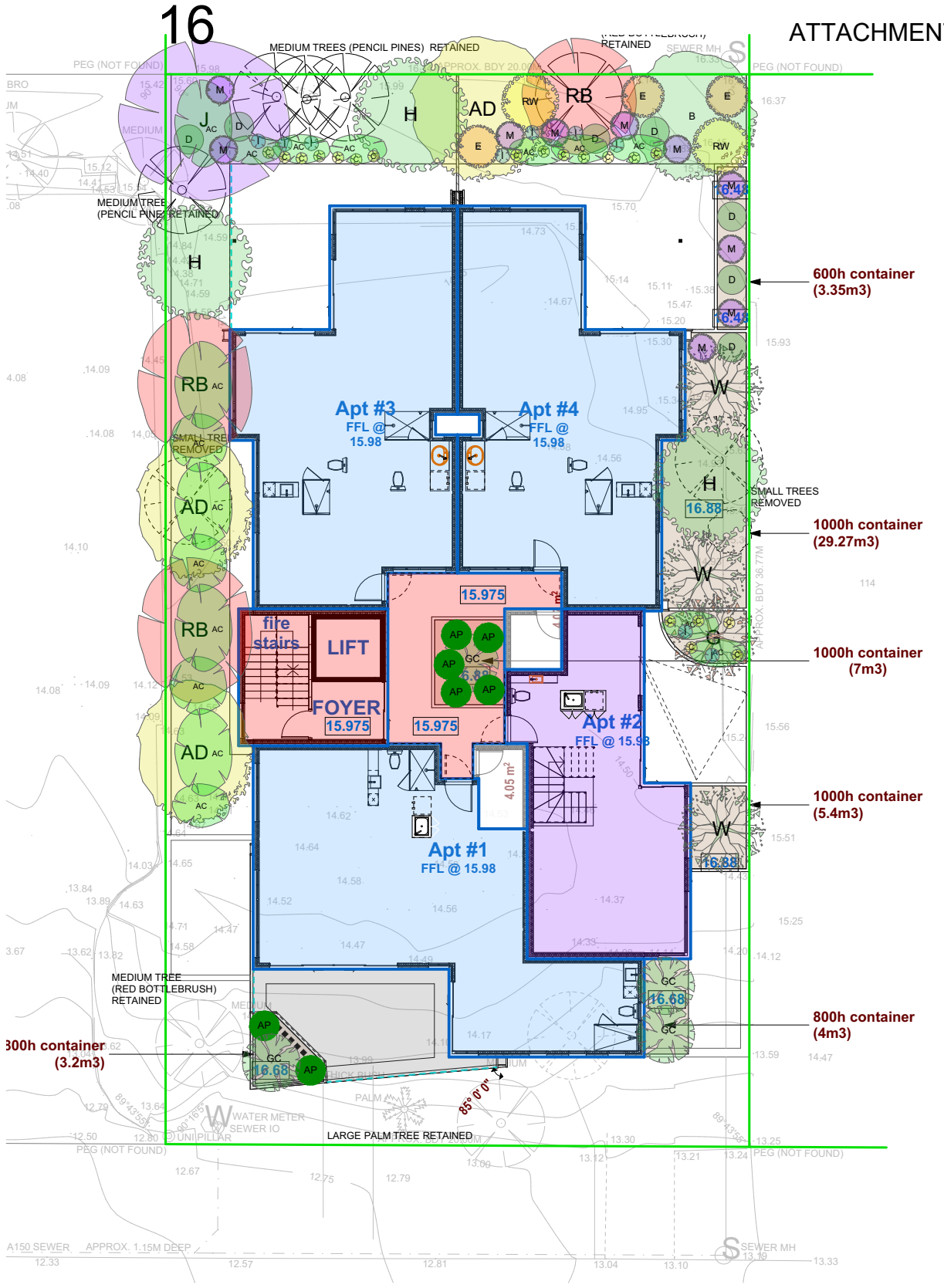
PROJECT ADDRESS: LOT 61,#549 BEACH ROAD DUNCRAIG, WA, 6023

DRAWN: DT

ATTACHMENT 4

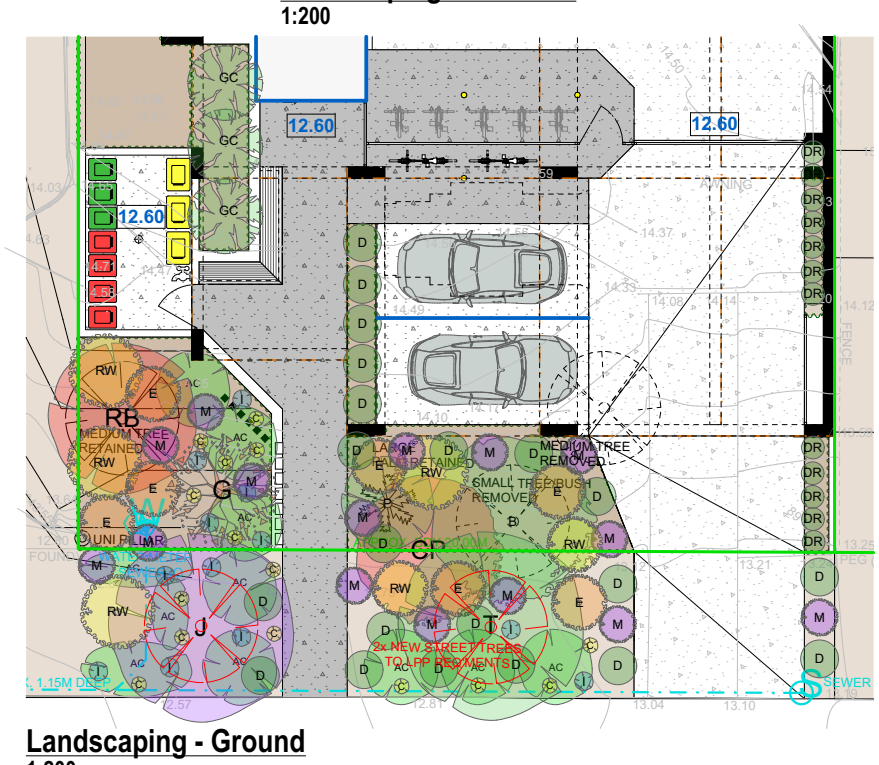
Landscaping New - 2nd Floor				
AC	Australian Crawl	scaevola aemula	ground cover	4
AP	Areca Palm	Dypsis lutescens	1m wide, 2m tall	6

Landscaping Retained - 1st Floor				
RB	Red Bottlebrush	Callistemon citrinus	5m high, 5m wide Tree (SMALL)	1
Landscaping New - 1st Floor				
G	Grevillea	Grevillea Banksii	2-3m high x 2-3m wide (SMALL)	1
B	Birch	Betula	10-15m Tree x 4m wide	1
J	Jacaranda	mimosifolia	8m high x 6-8m wide (MEDIUM)	1
RB	Red Bottlebrush	Callistemon viminalis	8m high, 6m wide Tree (MEDIUM)	2
RW	Prickly Moses	Acacia cochlearis	2m high shrub	2
H	Hibiscus	Hibiscus tiliaceus	8m high shrub/tree x 3-5m wide	3
E	Red Cabbage Tree	Eremaea pauciflora	up to 2m shrub	3
AD	Mimosa	Acacia dealbata	5-8m high tree (SMALL TO MEDIUM)	3
W	Willow Myrtle	Agonis flexuosa	4-5m high x 3-4m wide (SMALL)	3
GC	Golden Cane	Golden Cane Palm	3-5m high x 2-3m wide	4
D	Dianella	Dianella tasmanica	1m succulent	7
AP	Areca Palm	Dypsis lutescens	1m wide, 2m tall	7
I	Morning Iris	Orthrosanthus laxus	500mm shrub	9
M	Melaleuca	Melaleuca trichophylla	up to 1m shrub	10
AC	Australian Crawl	Grevillea Hybrid	Groundcover Perennial	17
C	Grey Cottonheads	Conostylis candicans	400mm perenial	19

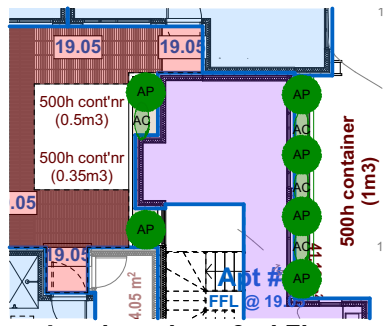


Landscaping - 1st Floor
1:200

Landscaping Retained - Ground				
P	Palm Tree	Palm Tree	10m high x 5m wide (MEDIUM)	1
RB	Red Bottlebrush	Callistemon viminalis	8m high, 6m wide Tree (MEDIUM)	1
Landscaping New - Ground				
CP	Cherry Plum	Prunus cerasifera 'Pissardi'	5-7m high, 3-6m wide tree (SMALL)	1
G	Grevillea	Grevillea Banksii	2-3m high x 2-3m wide (SMALL)	1
B	Birch	Betula	10-15m Tree x 4m wide	1
J	Jacaranda	mimosifolia	8m high x 6-8m wide 9m (MEDIUM)	1
T	Tuckeroo	Cupaniopsis anacardioides	8m high x 4-6m wide (MEDIUM)	1
GC	Golden Cane	Golden Cane Palm	3-5m high x 2-3m wide	3
RW	Prickly Moses	Acacia cochlearis	2m high shrub	6
E	Eremaea	Eremaea pauciflora	up to 2m shrub	7
AC	Australian Crawl	Grevillea Hybrid	Groundcover Perennial	11
I	Morning Iris	Orthrosanthus laxus	500mm shrub	12
DR	Flax Lily	Dianella Revoluta / Perenial Herb	1m high x 0.5m wide	12
C	Grey Cottonheads	Conostylis candicans	400mm perenial	15
M	Melaleuca	Melaleuca trichophylla	up to 1m shrub	15
D	Dianella	Dianella tasmanica	1m succulent	21



Landscaping - Ground
1:200



Landscaping - 2nd Floor
1:200

Landscaping GF - Soil Area

4.07 m²
7.74 m²
2.00 m²
1.82 m²

TOTAL: 15.63m2

DEEP SOIL ZONE

22.57 m²
26.62 m²
114.22 m²

TOTAL: 163.41m2

Landscaping 1st - Soil Area

6.97 m²
5.58 m²
29.27 m²
5.42 m²
4.95 m²
3.89 m²

TOTAL: 56.08m2

LANDSCAPING CALCULATIONS:

LANDSCAPING GROUND FLOOR:
163.41m2 deep soil zone
15.63m2 in planters/containers

LANDSCAPING 1st FLOOR:
56.08m2 in containers

LANDSCAPING 2nd FLOOR:
1.85m2 in containers

LANDSCAPING OVERALL:
163.41m2 deep soil zone (22.2% of site)
73.56m2 in containers (10% of site)

TOTAL: 236.97m2 (32.2% of site)

SITE AREA - 735M2

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PROJECT: MULTI-RES APARTMENTS
CLIENT: RICKY HIRSH
ADDRESS: LOT 61, #549 BEACH ROAD DUNCRAIG, WA, 6023

DA 4
10/04/2023
DT 1:200

ATTACHMENT 5

39 Furniss Road,
Darch, WA, 6065
21/11/2021

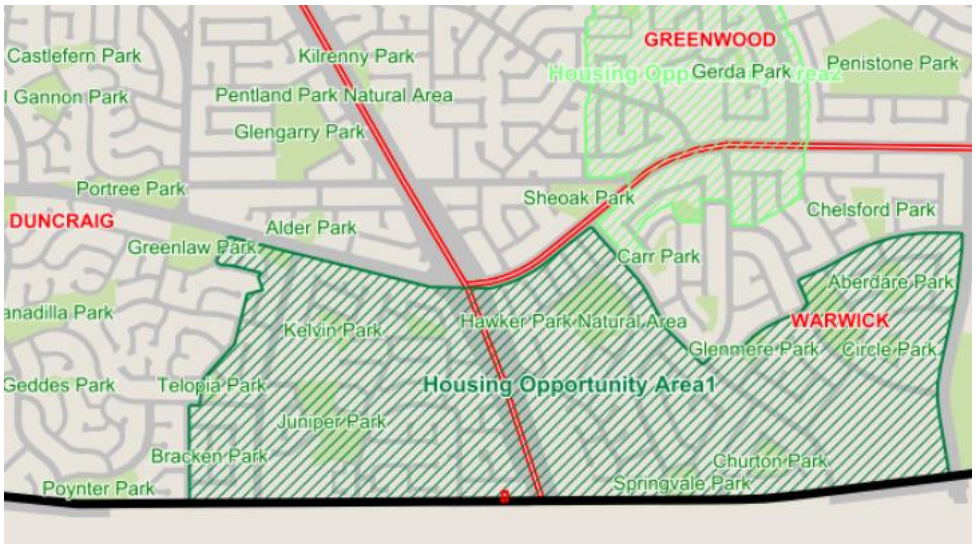
Proposed Multi-Residential – 7x Apartments
#549 Beach Road, Duncraig

Site Analysis:

#549 Beach Rd is situated in a perfect location neighbouring Warwick Train Station and a Daycare Centre, across the road from Carine open space and Caltex Petrol Station, then 850m and 1.5km to Carine Glades and Warwick Grove Shopping Centres respectively. In recognition of the close proximity to all of these services, the WAPC has deemed this location to be a “Housing Opportunity Area” where they intend to further populate, giving potential for more residents to have the benefits of being able to walk and catch public transport in their day to day routines and rid the need to drive everywhere as Perth is so infamously renowned for.

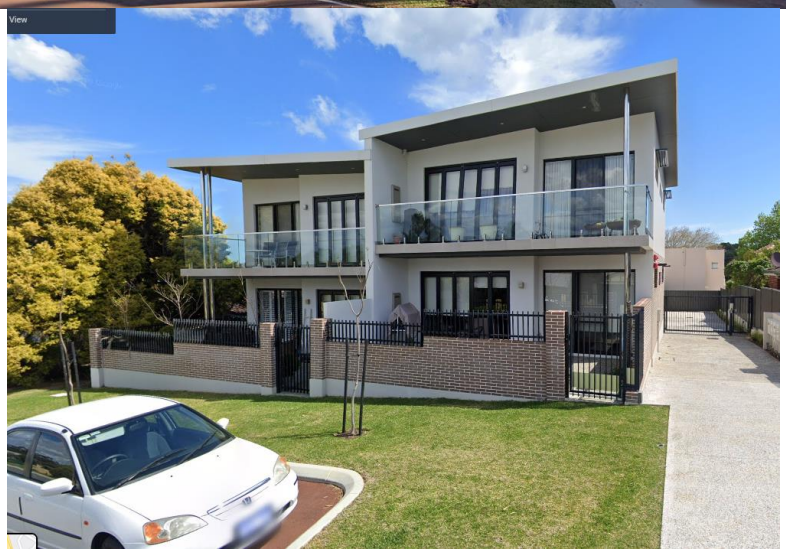
The block is Southern Orientated, meaning the majority of apartments would preferably face towards to rear of the property, however the best views will be gained from the front of the block overlooking Carine Open Space. Special consideration will need to be taken in the orientation of this design as the R-Codes don’t favour views over northern aspects, while neighbouring properties aren’t yet developed and will require further setbacks, which could further “box in” the layout.

The topography of the property slopes 3m upwards from front to back, along with roughly a 1.5m/2m slope down from right to left. This relatively large slope could actually be advantageous while designing, as 3m is generally a floor to floor dimension.



The Suburb and Demographic - Duncraig is an increasingly wealthy suburb and considered one of the best in the north for families and retirees. It was rated top 10 of Perth's safest suburbs, with the quality of the schools and shops in the area, and the easily accessible public transport. Houses in the area vary from 50 year old brick homes on large blocks of land, 20/30 year old multi-million dollar mansions, and now the increasing demand of modern townhouses and apartments due to the re-zoning and recent HOA.

The Dwellings - #549 Beach Road currently resides as a 60's/70's single storey brick house on a 734m2 lot. There has been little to no work done on it, and it's really an expensive renovation job or a demo-rebuild. It is situated in between 2 houses quite similar in age, but red brick, which in turn will very likely be developed by the next person who buys them.
Two doors up, there's a block of 4x townhouses, (First Picture to follow) and 5-6 houses down the other way there's a block of apartments and another group of townhouses next door to each other. (Photos attached) From there on, towards Carine Glades Shops, there's not another single storey in sight, where the suburb introduces 80's/90's era mansions which showcase the growth and importance of the suburb to the residents who have set themselves up to live for the long haul. Duncraig will not lose this identity with the introduction of the HOA, as the HOA will provide opportunity for the retirees to downsize and remain in the same area, while young families will yet again have the possibility to buy something affordable in a sought after suburb.



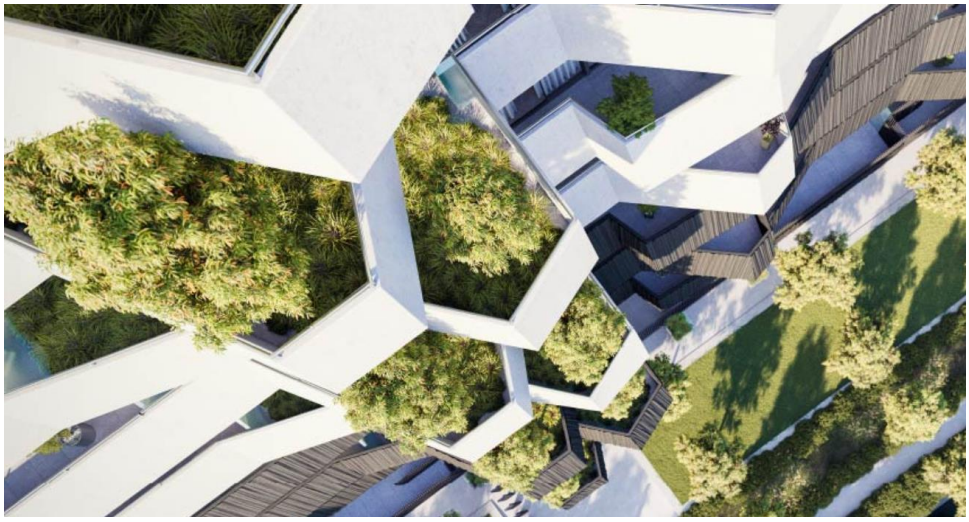
THE VISION:

Fulfil the Dream (FTD) Developments were approached by the owners of the property to help them bring their property up-to-date with the current market. With the HOA now in effect, it was recommended to the clients to build a multi-residential building with apartments that would cater for young families, retirees looking to downsize, and/or young professional couples who need easy access to public transport and bike paths.

The design was aimed to retain as much of the existing character of the neighbourhood as possible, predominantly through thoughtful selection of landscaping and materials. Having wider setbacks and extensive landscaping wrapping around the entire property would help integrate the building seamlessly into a predominantly R20 area. The landscaping would need to be low maintenance natives which don't sacrifice the canopy cover that Duncraig is well known for. We want this development to compliment the luxurious and leafy side of the neighbourhood, to add character and not look like another typical off-the-plan large development which existing residents believe to be the beginning of the end for their tranquil suburb. This design needs to add to the serenity of the suburb.

Due to the topography of the site and the increasing push for wheelchair access, we will start by levelling the site down to street level which will form a basement carpark while lifting the occupancy units up above the trees to gain views of the large reserve across the road, or north facing units can make re-use of the backyard levels that are already there. Maintaining these front and rear site levels will naturally help the new development blend into the streetscape and surroundings, minimising disturbance to the neighbours properties, security and privacy.

Inspired design - Some inspiration was drawn from different projects such as Eden in Subiaco, The Point in Doncaster (Melbourne) along with various other buildings and landscape design seen throughout my travels. The aim was to give the occupants a very connected indoor to outdoor lifestyle with an un-obstructed leafy outlook from all living areas. We wanted this development to feel more like luxury villas/townhouses than apartments.



L.P.P - Development in Housing Opportunity Areas:

1. Urban Design – Public Domain Interface	• Well landscaped frontage with wide pedestrian and vehicular access provides natural security and screening of any services and parking while also contributing to the streetscape with a blending in effect. • Surveillance is achieved via Balconies and Bedrooms to the 2x Street Facing apartments, while seating is also available at ground level outside the entry in a covered and protected access area. • No blank walls required as the design invites occupants to view the public domain from the safety of their balconies and bedrooms without sacrificing their own privacy.	
2. Urban Design - Multiple Dwellings – Application of Average Site Area	• Site is minimum 20m wide • Site is located within 800m of Train Station therefore the Volume 1 Density code is not applied.	
3. Building Height	• The Building is under the 9m required height for a 2 Storey Residence. The Basement Carpark is 66% underground and therefore disregarded from the count in floor levels. • The length of the verge, deliberately larger setbacks with extra landscaping massively reduces any potential to dominating impact on the streetscape.	
4. Street Setbacks	• The very front point of the balconies along the front elevation start behind the 2m front setback line and the front wall starts at 3m, meaning the entire building has been pushed back 1m further than the requirement. Landscaping in this front setback area gives the verge more depth, along with a wide and inviting pedestrian accessway which isn't gated off greatly adds warmth and amenity to the residents and visitors.	
5. Side and Rear Setbacks	• Basement carpark walls along with planter boxes to the 1st floor have been designed predominantly to match the existing fence heights, no boundary wall exceeds 9m in length and/or 3.5m in height. • Apartments have been setback further than required where possible to allow for larger, better landscaped outdoor living areas and reduce visual impact on neighbours. It was as important, if not more important, for this design to allow its own occupants a comfortable and unobstructed view of their own outdoor living areas and over the public domain where	

	possible, so reduced setbacks with highlight windows were only acceptable if from minor bedrooms and studies.	
6. Resident Parking	• Located at street level behind visually permeable timber-look slats, non-dominant in appearance as very generously setback over 10m from the street, while the deep verge and landscaped front setback area only allows direct view to the slatted security tilt-up door. Resident Parking is only 22.5% visible from the street due to the front elevation being predominantly landscaped. • Manoeuvring space meets the 6m requirement, plus the bays are all 200mm over the required 5.4m depth meaning the manoeuvring area is really increased to 6.4m for each resident parking. Parking bays which were considered to be potentially more problematic were rectified through widening or extended lengths.	
7. Solar Access for Adjoining Sites	• Due to North being orientated at the rear of the block, there is little to no effect on the neighbouring blocks in regards to overshadowing their windows or outdoor living areas. #547 will have a shadow cast over their Garage for 1hr in the morning, while #551 will have a shadow cast over their Garage for a maximum 2hrs in the afternoon (all on June 21st) • At midday June 21st, there is zero shadow cast to either neighbour.	
8. Access and Parking – Resident Parking	• Resident Parking bays exceed the requirement outlined in the R-Codes, with 3 of 7 apartments having an extra bay.	
9. Access and Parking – Crossovers	• At the request of the City, we will replace and widen the existing crossover to the City's specifications.	
10. Tree Canopy and Deep Soil Areas	• The deep soil area alone already meets the 20% minimum requirement for landscaping. The planter containers making up an extra 10% are therefore regarded as a bonus. • Over 50% of the front setback area is landscaped.	
11. Tree Canopy and Deep Soil Areas - Trees	• With 3x new large trees and 1x (Palm) already existing, then a further 6x retained medium trees and 7x additional medium trees, the requirement is more than achieved.	
12. Size and Layout of Dwellings	• Minimum SOU sizes comply with the 2 Bedroom requirements of 67m2, as all SOU's are sitting at over 8m2 even including an additional Bathroom (5m2 allowance) and Study (No specified allowance but 9m2+ left over to each 2x2) • All Bedrooms achieve the minimum square metreage and dimensions. The Studies **do not** meet the minimum dimensions or areas to be recognised as bedrooms under the R-Codes. • Ceiling Heights are 2.7m throughout as per the minimum requirement.	
13. Solar and Daylight Access	• Neighbouring lots are not affected due to geographic orientation. • The development achieves the acceptable outcomes outlined in the R-Codes.	

SPP – 7.0 - Design of Built Environment

1. Context & Character *Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.*	Duncraig is a very well established and leafy suburb, the houses designed with a more classic style of architecture using more natural colours and materials, generally featuring some 1c face brick, but nothing really too bold and outrageous. To integrate into the neighbourhood, we retained a few of the already established trees to the front and rear of the property then further landscaped these areas. Unlike most of the new developments along the street, we didn't fence the front boundary, instead focussing more on the landscaping to provide the security and amenity to the development. The proposed development has very natural tones of white and cream renders, with a subtle splash of feature materials being timber and recycled brickwork. The roof varies between gable ends and skillions to keep with the modern trend in the area, as seen I the pictures previously of other developments in the neighbourhood. All apartments are 2x2's with an additional study, which will help maintain the demographic of elderly people looking to downsize within the same area, or young families looking to move to a better school catchment area.	
2. Landscape Quality *Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.*	Retention of the established trees was a priority during the design, trying to locate the basement carpark where it would least affect the deep soil zones, and stepping the building around any decent canopy coverage. This has been well achieved, as the majority of the existing landscaping areas have remained where they were, not impacting the greenery of the property as you would expect for a multi-dwelling, and exceeding the minimum landscaping requirement by 10%. The retention of these deep soil areas means we could plant more medium and large trees to boost the amenity of the property in a variety of ways, like privacy screening, shading, and offering a much more graceful outlook from living areas.	
3. Built Form and Scale *Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.*	Already along Beach Road, there are large bulky mansions, while double storey townhouses and apartments have been built as close to the front boundary as possible with very little relief. While our proposal isn't technically a 3-storey due to the basement being predominantly underground, a few design methods were made used to help it integrate better into the neighbourhood regardless; • Using the topography of the block we incorporated a basement carpark and even dropped it further. The visitors carpark is already 1.6m below the existing natural ground level at 3m from the front boundary, while the apartment courtyards at the rear of the property use the existing levels of the existing backyard, meaning there is no retaining to the rear fenceline, and the development by this point looks like a double storey duplex. • Retaining and adding to the existing landscaping around the property, forcing larger setbacks with larger trees and canopy cover, which in turn screens the side and rear walls along with the basement carpark. • Balconies to the front elevation with subtle tapers and the staggered timber adds a lot of articulation and interest to the front elevation. The Balconies are deep here meaning the residents maintain their privacy in the living rooms from the street and passers by, while the Foyer entry is also very deep into the property, with a long and inviting walkway where visitor's may sit and rest while they wait.	

4. Functionality & Build Quality *Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.*	The building is to be constructed of concrete to the basement and 1st floor, then steel frame with hebel cladding for the occupancies, giving a durable long-lasting life span with a lot of flexibility to change cladding if eventually required in the future, or add power points and services without affecting the structure. Hebel is a very durable product with a lot of great characteristics, and so far there has been no concern about the life-span of the product and even less concern for the comfort of the habitants. The Liveable Housing Guidelines were followed particularly closely for the rear apartments, with wider passages and wider doors, along with flexibly designed, open bathrooms and laundries where the removal of a shower screen will mean the entire bathroom can be easily converted to disabled access. This means not only will the materials last a life-time, but the design too can be easily changed to suit different needs.	
5. Sustainability *Good design optimises the sustainability of the built environment, delivering positive environmental,* *social and economic outcomes*	The orientation of the site made the building relatively easy to design sustainably, having 4 apartments with their balconies/courtyards facing directly north, and windows on 3 sides of the apartments, allowing for good ventilation from the afternoon sea breeze, and direct sun on windows at different points of the day. The housing materials are low heat generators consisting of light coloured Colorbond roofs, cream coloured render and fibre-cement boards on top of hebel. Low E-Glass will be used to all East, West and North facing windows, so this house will be incredibly well insulated. The gardens are all low maintenance, consisting of native trees and low watering plants. The medium/large trees alone will provide a lot of canopy to keep the temperatures down, while desiduous trees in the back corners allow sun to enter during the winter. The planter containers will be fed via drip-feed irrigation and filled with slow releasing fertilizer on top of well draining yellow sand.	
6. Amenity *Good design provides successful places that offer a variety of uses and activities while optimising internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.*	Starting with the ground floor, the visitors car and bike bays are covered, secured and well screened behind the front landscaping, while easily accessible to the Foyer. The resident parking is then located behind a locked tilt-up door with a lockable pedestrian gate alongside, giving full security to resident's cars and storage areas. The residents have their own separate lockable entry door into the foyer. Leading up to the foyer, if entering the premises by foot, there is a long and wide, covered passageway with seating down the side for visitors to rest while they wait, or residents to rest when they return home from their walk, taking out the rubbish or collecting their mail. Each apartment has their own slightly different characteristic and appeal to different habitants. The rear 4 apartments are better designed for disabled people and familes, consisting of wide passages, large living areas and large bathrooms with the laundry incorporated in the same room which allows better accessibility for wheelchairs. The apartments upstairs have terrace balconies with open louvred roofs which would ideally suit the elderly and young couples, while the apartments on the bottom floors have large courtyards which would better suit small families. The apartments at the front of the building get the larger balconies looking towards Carine open space across the road suiting the entertainer, with large stacker doors which bonds the outdoor and indoor living areas together as one large open space. The straight kitchens adds to the open plan outdoor/indoor living integration as well. The middle apartment has a more urban townhouse feel, being a narrow double storey with study downstairs and bedrooms with a	

	shared bathroom upstairs. This Apartment has a very private little courtyard with subtle garden beds and a very nice facade. This apartment would be perfect for the young professional couple, students, or a starting family.	
7. Legibility *Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.*	On approach to the property, whether bike/car or by foot, there are very distinct entry points to make it easy to determine which way to go. Cars and bikes will automatically see the wide entry into the basement carpark with the visitors bays and bike racks first with a security barrier and door from there on separating the visitors from the residents. By foot, people will look for the letterboxes and street number first which is loud and clear at the front of the property with a wide pedestrian access direct to the foyer. The Foyer will have an intercom system to buzz visitors through, and once in the foyer visitors can either take the lift or the fire stairs directly up to the desired floor. The access door to the residents carpark will have a swipe card so visitors can't enter. Once at the desired floor, there is a very simple and direct footpath which leads to all units on each floor while each apartment is clearly numbered to the side of the door. There will be signs on the corner of Apartment 2 on the first and second floors directing visitors around the back to the rear apartments.	
8. Safety *Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*	The Entry is funnelled via 2x openings in the front landscaping allowing cars in through one side, and pedestrians the other, making it safer already for Pedestrians and visitors entering/leaving the premises. Security gates to the basement parking directly connected to the foyer, with no other access to the property makes this a completely secure complex. Wide and flat walkways through offer great wheelchair accessibility, with minimal turns and no blind spots, reducing the potential for people to walk into one another or trip or clip any hazards. The 1st and 2nd floors have and internal atrium for access to all apartments, which cannot be accessed directly from the outside, adding again to the security of the complex.	
9. Community *Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.*	This has been touched on a bit already through the amenities provided and the Context/Character. The rear apartments in particular were designed heavily in accordance with the Gold Standard level highlighted in the Liveable Housing Guidelines, offering a flexible design which can be easily manipulated by any potential buyers and allow full disabled access. The wide pedestrian access corridor to the property offers a large bench seat down the side, in a comfortable, covered area enclosed with attractive landscaping. This area in particular offers a great social context for anyone doing their bin run, retrieving mail or returning home, while being in a large undercovered area which facilitates a lot more people for a lot longer should the weather be bad. An internal atrium holding all the apartment entry doors, forces interaction between neighbours, adding to the community feel of living in the same complex, and adding to the security by knowing your neighbours. Each apartment has its own design principle and purpose within the building, with 1st floor apartments offering large courtyards or balconies for entertaining in summer, while the Mezzanine apartment offers a townhouse/penthouse feel which could suit renters or a professional young couple/family who need more space and light.	

10. Aesthetics *Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.*	The Aesthetic design of this property was quite possibly the simplest part, as inspiration was drawn by the existing house's attractive bushy gardens, and the intention to retain the majority of the landscaped areas and neighbourhood's character. Old houses in the area have natural, cream coloured tones along with aged brick houses to either side of our development. New developments are using a mixture of cream render, face brick, weatherboards and gable/skillion roofs. Most new developments also have large, street facing balconies. We wanted modern elevations with natural tones that would blend into the landscape, so we started with deep, wide balconies facing the street, which have a subtle recycled brick band wrapping around them, and timber recessed ceilings. The Balconies were angled, to add articulation and provide a better entry statement to the public domain, with the 1st floor balcony projecting further out with a planter box which incorporates the address above the pedestrian entry walkway. The Mezz Apartment and rear apartments incorporated this same recycled brick band, while also having a more predominant weatherboard cladding elevation to balance between a few other developments down the street as previously shown. The key aim with the side and rear apartments was to design their elevations to blend the apartments together and look more like double storey townhouses than individual apartments, offering a more sensitive progression to an area slowly switching codes from R20 to R60. I truly believe this idea has been achieved, as materials carry through the 2x floors fluently and rear windows have a connection together.

LPP 7.3 - R-CODES VOLUME 2 – APARTMENTS

Part 2 - Primary Controls

Building Heights	**2.2.1 -** The street is already starting to build up in height, with townhouses and apartments already present. Any existing houses in the street which are getting on in age will surely follow suit once sold due to the re-zoning and HOA. Our Development meets the 9m building height requirement, apart from a small portion of the skillion roof slightly exceeding that height. With a slope of roughly 3m uphill from front to back, we incorporated a basement carpark slightly further down from the street level which allows the 1st floor apartments to sit at the same level of the existing backyard. LHS fenceline has been retained for the most part while the rear fenceline hasn't been affected at all. **2.2.3 -** Roof design is very articulate with the use of skillions and gable ends adding character to the design. **2.2.4 -** solar access to neighbouring properties was never really a concern due to the northern orientation at the rear and increased side setbacks for intended landscaping.	
Street Setbacks	**2.3.1** - the development was setback specifically to preserve the existing front landscaping, so the building has been setback further than the minimum 2m requirement regardless, which is already further back than the most recent developments along the street which don't even have landscaping along the front to begin with. **2.3.2** - The landscaping seamlessly divides the property from the public realm while adding character to the verge and public domain. **2.3.3** – Starting the apartments on the first floor already gives the residents visual privacy, while the landscaping within the street setback provides security to the carpark and further privacy to the first floor balconies from the footpath. **2.3.4** – With the street facing apartments on the first and second floors, there is very good passive surveillance provided from Bed 1, and the	

	Indoor/Outdoor living areas. Apartment 2 also faces down the driveway meaning 3x apartments have passive street surveillance.	
Side and Rear Setbacks	**2.4.1** - Side Setbacks only sit at the minimum 2m for small sections then immediately push out to 3-4m to achieve good articulation and allow for more quality landscaping and canopy cover in between. **2.4.2** - Building setbacks exceed the requirements along the street and to the rear, in order to integrate nicely into the predominantly R20 area. **2.4.3** - Side Setbacks were designed specifically to help maintain existing landscaping and even add to it to help provide a further buffer between properties. **2.4.4** - Side Setbacks exceed the requirements to integrate with the neighbouring properties as they are currently still single stories on large blocks, which is very likely to change in the future considering the age of each house.	
Plot Ratio	**2.5.1 -** The plot ratio has been exceeded slightly by 0.04, mainly due to 2x floors being apartments rather than just the one floor. The proposal still manages to maintain 10% extra landscaping than required, the building is well articulated and not built close to boundaries, nor does it overshadow any neighbouring houses. Due to all the above, the proposal wasn't considered "overdeveloped" by ourselves nor the planners.	
Building Depth	**2.6.1 / 2.6.2 / 2.6.3 –** All the apartments have been designed longways to suit the shape of the block and receive a lot of external wall face area in order to place more windows for light and ventilation.	
Building Separation	**2.7.1 –** The proposal actually has better separation than most existing houses and developments down the street, while due to the 2x existing neighbouring blocks being R20's then we had no choice but to maintain larger setbacks for privacy. **2.7.2 –** As above **2.7.3 –** Setbacks were predominantly determined by the extensive deep soil zones, boosting all forms of amenity. **2.7.4 –** as above	

Part 3 – Siting the Development

Orientation	**3.2.1 –** The building takes advantage of the topography of the site by incorporating a basement carpark and starting the 1st floor apartments at the same level as the existing rear levels of the site. Lifting the apartments at the rear along with a deeper setback due to balconies facing north, means there's plenty of northern sunlight being accessed from the rear apartments. **3.2.2 -** Overshadowing was never an issue for neighbouring properties due to the northern orientation at the rear of the property.	
Tree Canopy and Deep Soil Areas	**3.3.1 –** Achieved, have managed to retain 7 of the 10 existing trees, while 2 of the 3 trees being removed were small anyway and well replaced. **3.3.2 -** Retaining the majority of the existing trees and adding more trees alike to those means we have increased the tree canopy over what's already existing. **3.3.3 -** Deep soil areas have been retained to the majority of the development in order to retain and add to the existing mature trees.	
Communal Open Space	Communal seating has been incorporated into the Pedestrian Accessway leading to the Foyer. This seating area is covered, wide and well landscaped. It is located on the ground floor, away from any habitable rooms or private living areas. On the 1st and 2nd floors, there is also a landscaped atrium where residents will meet their numbers at some stage as all Apartment Entry doors are located through this area, meaning neighbours will get to know who lives nextdoor to them eventually.	

Visual Privacy	**3.5.1 –** As the neighbouring properties are still zoned R20 then most windows needed to be highlights or obscured anyway until those neighbours gradually start becoming R60 properties and the obscuring can then be removed. This however did not affect the solar access while the living rooms were not even affected.	
Public Domain Interface	**3.6.1 -** The front landscaping adds a lot of protection to the basement carpark and street facing apartments due to its height and thickness, only leaving openings for access to the carpark and foyer. **3.6.2 -** Due to the front landscaping being retained and added to along with larger setbacks, the building has integrated seamlessly into the streetscape.	
Pedestrian Access and Entries	**3.7.1 -** Due to the heavy landscaping, the entry points for cars and pedestrians alike are very clear and distinct. By car, you will enter from the street regardless and see the Basement carpark straight away down the end, with visitor's carbays to the left. Pedestrians will notice straight away the Letterbox housing with the house number, and on approach see a large, wide, covered passage open up in between the landscaping, with the 2st floor balcony overhanging with the full address. Directly down the end of this passage is the sliding door into the Foyer, and some seating down the side of the passage offering a warm welcome. **3.7.2 –** between the landscaping and the attractive Balcony feature hanging over the pedestrian entrance, there is a very attractive street presence.	
Vehicle Access	**3.8.1 -** Vehicle access to the property is straight and direct, and doesn't overlap any pedestrian walkways. Cyclists will be able to enter the property the same as a car and leave their bikes locked up safely alongside the visitors carbays. **3.8.2 –** As the parking is located in the basement, behind a densely landscaped frontage, and deeper into the property with only timber slats offering some permeability, then there is no unnecessary visual impact on the street.	
Car and Bicycle parking	**3.9.1 -** Resident Bike Storage is close to double that of the requirement. Parking bays are deeper and wider than required. **3.9.2 -** Extra carbays have been allowed to 3x units just for general amenity to anyone who may need it, however we did only require 1 bay per dwelling so we have exceeded the minimum requirement. **3.9.3 -** The visitor and resident carparking is deemed safe as the visitors bays are well screened from street view because of the landscaped frontage and being slightly lower than the verge, while the resident parking is well secured in a basement behind a locked garage door. The Entry will also require a FOB to enter the building and again to enter the resident carpark so that even visitors can't enter without a resident with them. **3.9.4 -** Achieved as previously stated.	

Part 4 – Designing the Building

Solar and Daylight Access	**4.1.1 -** Of 7 dwellings, 4 of them are facing directly north, while the middle Mezzanine Apartment achieves much of the morning sun to both the living room and Bed 1, then a bit more light through the day from a window in the stair void facing the atrium. Only the 2x Street Facing apartments facing south will lack in morning sunlight but still achieve at least 3hrs in the afternoon. All Apartments have been designed with at least 2 lengths of external wall being free from other apartments or neighbours, maximising the amount of light to fill the apartments. 5 of the 7 Private outdoor living areas (incuding balconies) will receive full on northern sun for at least half the day, with only the front 2x Balconies sacrificing northern sunlight in order to gain views of the reserve across the road. **4.1.2 -** achieved as stated above.	

	4.1.3 – Most of the Western facing windows are quite well protected by the tall trees down the side, particularly in Summer when the sun wraps further around to the West, so these trees will protect the windows from the setting summer sun. Living Areas are all well protected because of the Balconies and orientation, while the upper apartments at the rear have fixed louvred pergolas to block out the summer sun and let in the lower winter sun. Low E-Glass has been requested by the City to all East, North and West facing windows.	
Natural Ventilation	With the building being well articulated and all apartments having external walls on at least 2x sides, then more windows can be added to provide better natural ventilation. All apartments have windows on 2x walls to the living areas (3x in Unit 2) while 6 of 7 Apartments have windows to 2x walls in Bed 1.	
Size and Layout of Dwellings	**4.3.1 –** Every apartment has been flexibly designed, using L and Straight Kitchens which use up less floor area and allow more options for furnishings. Large square Living rooms with no obstructions allow for a variety of different sofa arrangements. Almost every bedroom in the building has 2x potential walls to place beds or desks along. All apartments were designed with wider and/or straighter Entries along with large open living areas to aid people with wheelchairs, therefore allowing flexibility with furniture being able to sit along the outskirts of rooms and easy access around any potential future furniture arrangements. **4.3.2 -** achieved	
Private open Space and Balconies	**4.4.1 -** 5x of the 7x apartments have larger than required outdoor living areas, making them feel more like grouped dwellings/Villas than apartments. The northern facing ground floor apartments have their share of what was the original backyard, making them perfect for younger families whose kids need more room to run, while the street facing apartments are for the entertainer, with large, reserve facing balconies with large sliding doors which open the entire apartment right up to the outside. The rise from street level and the retained mature trees and shrubs along the front offer the occupants a life amongst the trees. The Mezzanine Apartment in the middle feels more like an urban townhouse, with a large, terrace style courtyard where they could place a sunshade, and a double storey façade with planter incorporated to let plants fall and offer a very cosy little sanctuary. This would suit perfectly a young professional couple with a low maintenance courtyard, or even a starting family. Finally the north facing apartments upstairs have low maintenance balconies with Solar Pergola's which would suit the downsizing elderly who'll still get all their vitamin D during the day in winter, or again a young professional couple who'll get their terrace style balcony to relax on in the afternoons. Opening up to the rear means these occupants get a great leafy view amongst the top of the trees aswell, where no doubt birds and butterflies will come to visit. **4.4.2 -** Achieved through the decision of North facing courtyards to 5 of the 7 apartments, or the sacrifice of sun for views in regards to the street facing apartments. Depends what style of liveability the resident is after, there's an apartment for everyone. **4.4.3 -** Private open spaces were designed to retain the existing character of the property through the retention of existing trees and landscaping. The Balconies to the front have been well integrated into the overall design by adding an articulate and attractive streetscape, while apartments upstairs to the rear have been designed with solar pergola roofs to offer view to the sky and feel less boxed in.	

Circulation and Common Spaces	**4.5.1 -** All communal and private passageways have been designed to suit the minimum silver standard for disabled access, let alone making it easier for residents to move furniture around. **4.5.2 -** Circulation and communal spaces are well lined with quality landscaping, with seating along the passage towards the entry, then a well landscaped atrium flowing through the 1st and 2nd floors leading to all Apartment Entries, where residents can also socialise.	
Storage	**4.6.1 -** All apartments have easy, close access to their Store rooms, whether that be directly next to their parking bay or Apartment's Entry door.	
Managing the impact of Noise	The building is proposed to be constructed of AAC panels on steel frame, which is very well known for its acoustic properties. Only 2x bedrooms face the road, and the verge is very deep regardless, so there's no concerns over noise entering bedrooms. All apartments windows will have low E-Glass, eliminating any extra potential noise.	
Dwelling Mix	Although every apartment is a 2x2 apartment with a Study, the layouts and courtyard/balcony sizes vary enough that give a lot of flexibility to a range of demographics of people who could comfortably move in. There's a range of low maintenance apartments to apartments with backyards, and even a Mezzanine Apartment offering a large light void in the Stairwell/Entry offering a luxurious penthouse/townhouse feel.	
Universal Design	Starting with the inclusion of a basement carpark, this levelled out property from the street already making it have flatter and better access for people of limited mobility. A wide pedestrian access leads to the Foyer with a 0 threshold and no rise or fall from the street to enter the building. Alongside this passage, a long bench seat is on offer for people to rest. In the Foyer, there's a lift which leads to each floor. Each floor contains a wide Foyer again and a wide electrical sliding door leading out into the Egress routes towards every apartment. The Egress routes outside the foyers are 1.5m wide. All apartments have 920w entry doors, and each apartments Entry is minimum 1.1m wide and straight. Each Apartment has a wide and flexibly designed living area which allows plenty of comfortable circulation space for wheelchairs. All 4x northern facing apartments have been particularly designed with bathroom/laundry combos where the shower screen could be removed in future and act as a perfect disabled bathroom straight off the main passageway. The Ensuites in these apartments were designed with the same intention of manoeuvrability should the shower screen be removed. Thresholds from Egress routes into apartments will be between 0-10mm depending on the tiling and screed thicknesses.	
Façade Design	**4.10.1 -** The front façade has been made very articulate in nature, consisting of angled, deep balconies, then bedrooms with a stepped timber feature design to tie in with the very natural landscape and character of the suburb. There is a recycled brick border around the balconies to add more interest and again tie in with the existing brick retaining wall found at the front left hand corner, while still maintaining a very modern look. This recycled brick cladding has again been used again down the entire pedestrian walkway to the retained planters while a timber bench seat sits against one of the planters, which matched the timber posts to the balconies, and the timber ceilings, adding a good contrast in materials which enhance the landscaping colours. Along the sides of the buildings, the middle Duplex Apartment has been stepped in and "weatherboard" clad to add character and articulation to the sides. The rear elevation again has weatherboard cladding and terraces were incorporated instead of enclosed balconies to give the building a more modern look aswell. **4.10.2 -** Due to the landscaping and the apartments starting higher than the street for security and privacy, there probably isn't a great	

	expression of much more than the large entertaining balconies and maybe the living areas.	
Roof Design	A series of 5deg pitched flat roofs have been used throughout, overlapping each other where possible to add more interest and skillions where possible. Most new developments in the area have used skillions and gable end style roofs, so we followed suite to maintain this new character to the neighbourhood.	
Landscape Design	**4.12.1 -** achieved and has been explained previously. **4.12.2 -** A lot of the trees added are similar to existing ones, particularly down the left hand side in the deep soil areas. This left hand side portion has been filled with Australian native trees which can trained to grow upwards so there's still access alongside the trunks to reach the other trees for pruning. For all the planters, smaller trees and shrubs were selected, offering additional canopy cover and privacy screening along with some general ambience and amenity to the outdoor living areas. Golden canes and palms face the public domain for a more tropical and resort-style look, plus they are little to no maintenance in harder to reach areas. **4.12.3 –** While the retained matured trees are already Australian natives, we will be adding more Australian and WA endemic native trees and shrubs to the deep rooting zones, while placing small trees/shrubs and tropical natives to all the planter boxes which will be drip-fed and well drained. This landscape design really won't require much watering at all once established as most of the selected plants are hardy and can fight through droughts. **4.12.4 -** The development was actually designed around the existing landscaping, retaining as much of the existing front and backyard as possible, and then adding the planter boxes to improve amenity through the communal passages and in the private yards. The use of natural materials to the building was aimed to be subtle and complement the beautiful greenery being retained on site.	
Adaptive reuse	This isn't really applicable in regards to the building, but retaining the landscaping was a massive complement to the existing property and neighbourhoods character, along with finding matching recycled bricks to complement the existing retaining wall holding up the front landscaping.	
Mixed use	Not applicable	
Energy Efficiency	Through thoughtful design of the layouts of the apartments along with retaining a lot of the existing gardens, this development really shouldn't be wasting too much energy trying to keep the SOU's cool. AAC panels to the exteriors are also fantastic insulators, along with low E-Glass windows and reflective insulation to the roof and walls. Having an incredibly green property with a lot of canopy offers shading to external walls and windows keeping the house cooler in summer. Some trees are deciduous and will allow sun in through winter.	
Water Management and Conservation	Through the amount of landscaped and deep soil areas, water will be easily soaked up on site, and the types of plants won't require much watering either. Soakwells will be able to retain all water on site without running onto the street. These will be located under the slab in the basement, potentially even through the deep soil zones in between trees. Due to being apartments, it would be thought that not much potable water would be used anyway, All plumbing fixtures and appliances will have 4 star minimum WELS ratings.	
Waste Management	The Bin area is easily accessible down the LHS of the property, located behind tall double bricks walls and a solid gate, and screened from the public via heavy landscaping. It would be thought that due to such a limited number of bins in the area, that the odours wouldn't be strong enough to affect any visitors or residents.	

	As already discussed with the City, 3x Yellow bins, 4x Red bins and 3x FOGO bins will be required, and due to limited clearance height down the driveway then the Garbage truck will not fit and would also be blocking the driveway. The Waste Management report will outline how to rectify these issues, including who will bring the bins to the street and on what days.	
Utilities	**4.18.1 -** All services will be made available to the residents. **4.18.2 -** All services are/will be easily accessible from communal zones of the property. **4.18.3 -** As above. Distribution box for electricity is already located to the side of the driveway, as will be the gas and NBN. The driveway is wide enough to support maintenance while not restricting resident accessibility. **4.18.4 -** Utilities within apartments are backed onto the same in other apartments to restrict any unnecessary noise transfer between apartments. Laundries within apartments have been placed away from bedrooms and behind closed doors. All Split System Air Con units have been located in courtyards/balconies. Units on Balconies are behind obscured glass, therefore not visible to the public eye. Units in Courtyards are located at "dead" sides of courtyards, as they would be if these were villas anyway, while the north facing top floor units are the only ones which will be wall mounted in between fixed windows of low E-glass, so they'll neither be heard nor seen as they're right up the back of the development, and in the dead side of the courtyards.	

CONCLUSION:

To conclude, the finished product is a modern/luxury development which complements and integrates into the suburb seamlessly through quality existing and new landscaping along with natural, subtle materials. It's a very inviting development which adds further character to the area and will set a high precedent for any future development along the street.

Through very careful and considerate design, practically all of the objectives in the R-Codes Volume 2 have been met, while also achieving the extra requirements set out in the LPP for Housing Opportunity Areas.

We trust that what we have designed here will be cherished by its residents for their lifespan as it offers grouped dwelling amenity with multi-res security.

We appreciate the time you have spent already reviewing this design and look forward to hearing any constructive and positive feedback in which could enhance the development. You may reach me on the details provided below should any further information be required.

Kind Regards,

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Transportation Noise Assessment

Lot 61 (#549) Beach Road, Duncraig

Reference: 21056385-01A

Prepared for:
Fulfil The Dream Developments

Association of Australasian Acoustical Consultants

Report: 21056385-01A

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Date:	Rev	Description	Prepared By	Verified
24-Jan-22	0	Issued to Client	Hao Tran	Terry George
27-Jan-22	A	Amended wall constructions	Hao Tran	

Table of Contents

1 INTRODUCTION 1

2 CRITERIA 2

3 METHODOLOGY 3

3.1 Site Measurements 3

3.2 Noise Modelling 4

3.2.1 Ground Topography 4

3.2.2 Traffic Data 4

3.2.3 Ground Attenuation 5

4 RESULTS 5

4.1 Noise Monitoring 5

4.2 Noise Modelling 6

5 ASSESSMENT 8

List of Tables

Table 2-1 Noise Targets for Noise-Sensitive Land-Use 2

Table 3-1 Noise Relationship Between Different Road Surfaces 4

Table 3-2 Traffic Information Used in the Modelling 5

Table 4-1 Predicted Future (2041) $L_{Aeq(Day)}$ Outdoor Noise Levels 7

Table 5-1 Recommended Minimum Construction – Apartment 2 8

Table 5-2 Recommended Minimum Construction – Apartment 5 9

Table 5-3 Recommended Minimum Construction – Apartment 7 10

List of Figures

Figure 1-1 Subject Site Locality _____ 1

Figure 3-1 Sound Level Meter on Site _____ 3

Figure 4-1 Noise Level Relationship to Hourly Traffic Volumes _____ 6

Appendices

A Proposed House Plans

B Terminology

1 INTRODUCTION

It is proposed to construct 7 grouped dwellings at Lot 61 (#549) Beach Road, Duncraig, as located in *Figure 1-1*. Proposed plans of the residence are provided in *Appendix A*.

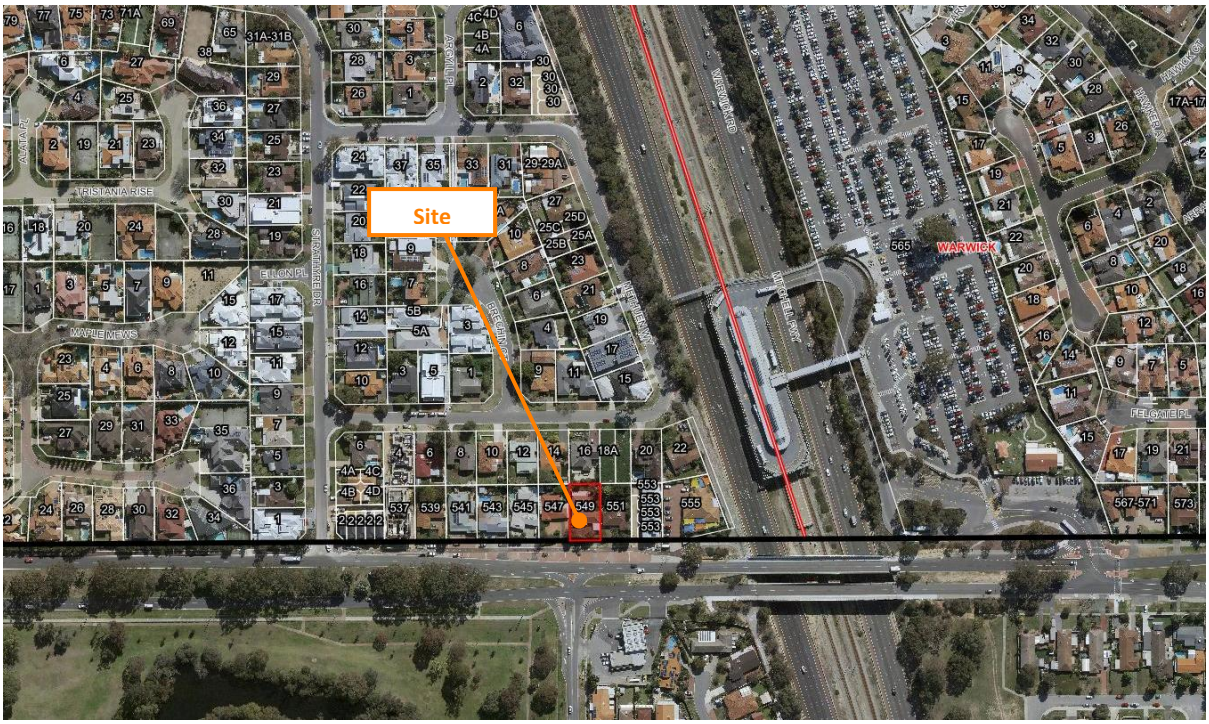


Figure 1-1 Subject Site Locality

As the proposed development is approximately 90 metres from Mitchell Freeway ('Strategic freight/major traffic routes'), a noise assessment against *State Planning Policy No. 5.4 Road and Rail Noise* is required.

Appendix B contains a description of some of the terminology used throughout this report.

2 CRITERIA

The criteria relevant to this assessment are provided in *State Planning Policy No. 5.4 Road and Rail Noise* (hereafter referred to as SPP 5.4) produced by the Western Australian Planning Commission (WAPC). The objectives of SPP 5.4 are to:

- Protect the community from unreasonable levels of transport noise;
- Protect strategic and other significant freight transport corridors from incompatible urban encroachment;
- Ensure transport infrastructure and land-use can mutually exist within urban corridors;
- Ensure that noise impacts are addressed as early as possible in the planning process; and
- Encourage best practice noise mitigation design and construction standards

Table 2-1 sets out noise targets that are to be achieved by proposals under which SPP 5.4 applies. Where the targets are exceeded, an assessment is required to determine the likely level of transport noise and management/mitigation required.

Table 2-1 Noise Targets for Noise-Sensitive Land-Use

Outdoor Noise Target		Indoor Noise Target	
55 dB $L_{Aeq(Day)}$	50 dB $L_{Aeq(Night)}$	40 dB $L_{Aeq(Day)}$ (Living and Work Areas)	35 dB $L_{Aeq(Night)}$ (Bedrooms)

Notes:

- Day period is from 6am to 10pm and night period from 10pm to 6am.
- The outdoor noise target is to be measured at 1-metre from the most exposed, habitable[1] facade of the noise sensitive building.
- For all noise-sensitive land-use and/or development, indoor noise targets for other room usages may be reasonably drawn from Table 1 of Australian Standard/New Zealand Standard AS/NZS 2107:2016 Acoustics – Recommended design sound levels and reverberation times for building interiors (as amended) for each relevant time period.
- Outdoor targets are to be met at all outdoor areas as far as is reasonable and practicable to do so using the various noise mitigation measures outlined in the Guidelines.

The application of SPP 5.4 is to consider anticipated traffic volumes for the next 20 years from when the noise assessment is undertaken.

In the application of the noise targets, the objective is to achieve:

- indoor noise levels specified in *Table 2-1* in noise-sensitive areas (e.g. bedrooms and living rooms of houses and school classrooms); and
- a reasonable degree of acoustic amenity for outdoor living areas on each residential lot. For non-residential noise-sensitive developments, for example schools and childcare centres, the design of outdoor areas should take into consideration the noise target.

[1] A habitable room is defined in State Planning Policy 3.1 as a room used for normal domestic activities that includes a bedroom, living room, lounge room, music room, sitting room, television room, kitchen, dining room, sewing room, study, playroom, sunroom, gymnasium, fully enclosed swimming pool or patio.

3 METHODOLOGY

Noise measurements and modelling have been undertaken generally in accordance with the requirements of SPP 5.4 and associated Guidelines[2] as described in *Section 3.1* and *Section 3.2*.

3.1 Site Measurements

Noise monitoring was undertaken to the north of the subject site at 18 Methuen Way using a Bruel & Kjaer 2260 sound level meter (refer *Figure 3-1*). This meter complies with the instrumentation requirements of *Australian Standard 2702-1984 Acoustics – Methods for the Measurement of Road Traffic Noise*. The meter was field calibrated before and after the measurement session and found to be accurate to within +/- 1 dB. Lloyd George Acoustics also holds current laboratory calibration certificate for the meter.

The microphone was approximately 1.4 metres above existing ground level and approximately 65 metres from Mitchell Freeway main carriageway. The measurements were recorded on 11 March 2021, between 3.00pm and 4.00pm.

Figure 3-1 Sound Level Meter on Site

A relationship between hourly traffic volumes and noise levels can then be derived to determine the existing $L_{Aeq(Day)}$ and $L_{Aeq(Night)}$ noise levels at the subject site.

[2] Road and Rail Noise Guidelines, September 2019

3.2 Noise Modelling

The computer programme *SoundPLAN 8.2* was utilised incorporating the *Calculation of Road Traffic Noise* (CoRTN) algorithms, modified to reflect Australian conditions. The modifications included the following:

- Vehicles were separated into heavy (Austroads Class 3 upwards) and non-heavy (Austroads Classes 1 & 2) with non-heavy vehicles having a source height of 0.5 metres above road level and heavy vehicles having two sources, at heights of 1.5 metres and 3.6 metres above road level, to represent the engine and exhaust respectively. By splitting the noise source into three, allows for less barrier attenuation for high level sources where barriers are to be considered.
- Note that a -8.0 dB correction is applied to the exhaust and -0.8 dB to the engine (based on Transportation Noise Reference Book, Paul Nelson, 1987), so as to provide consistent results with the CoRTN algorithms for the no barrier scenario;

Predictions are made at heights of 1.4 metres above floor level and at 1-metre from the window of each habitable room, resulting in a + 2.5 dB correction due to reflected noise.

Various input data are included in the modelling such as ground topography, road design, traffic volumes etc. These model inputs are discussed in the following sections.

3.2.1 Ground Topography

Topographical and road design data for this project was taken from publicly available data e.g. *Google*. This was combined with the proposed dwelling and existing neighbouring dwellings to create a 3D noise model.

3.2.2 Traffic Data

Traffic data includes:

- Road Surface – The noise relationship between different road surface types is shown in *Table 3-1*.

Table 3-1 Noise Relationship Between Different Road Surfaces

Road Surfaces							
Chip Seal				Asphalt			
14mm	10mm	5mm	Slurry	Dense Graded	Novachip	Stone Mastic	Open Graded
+3.5 dB	+2.5 dB	+1.5 dB	+1.0 dB	0.0 dB	-0.2 dB	-1.5 dB	-2.5 dB

The existing road surface is open graded asphalt and is expected to remain unchanged into the future.

- Vehicle Speed – The existing and future posted speed is 100km/hr.

- Traffic Volumes – Existing (2016) and forecast (2041) traffic volumes were provided by Main Roads WA (Clare Yu, Traffic Modelling Analyst, Reference: #41377). A validation plot was also provided allowing the Main Roads WA traffic volume model to be calibrated against actual counts. More recent traffic data was also obtained from the Main Roads WA Traffic Map. *Table 3-2* provides the traffic volume input data in the model. It should be noted the modelling includes noise from the Mitchell Freeway only. In reality, noise will exist from Beach Road, however this road is not designated under SPP 5.4 and is therefore not included.

Table 3-2 Traffic Information Used in the Modelling

Parameter	Scenario			
	Existing – 2016		Future - 2041	
	Northbound	Southbound	Northbound	Southbound
24 Hour Volume	62,000	69,300	108,800	120,700
% Heavy	7	7	6	6

3.2.3 Ground Attenuation

The ground attenuation has been assumed to be 0.0 (0%) for the roads and 0.5 (50%) elsewhere. Note 0.0 represents hard reflective surfaces such as water and 1.00 represents absorptive surfaces such as grass.

4 RESULTS

4.1 Noise Monitoring

The results of the hourly noise level measurements, in free-field conditions, were:

- 11 March 2021: 3.00pm to 4.00pm – 55.2 dB $L_{Aeq,1hour}$.

Combining the measured noise levels with the hourly traffic volumes as shown in *Figure 4-1*, the $L_{Aeq(Day)}$ and $L_{Aeq(Night)}$ have been determined to be 53.3 dB $L_{Aeq(Day)}$ and 48.5 dB $L_{Aeq(Night)}$. Based on these results, the $L_{Aeq(Day)}$ and the $L_{Aeq(Night)}$ are approximately 5 dB different such that neither is more critical than the other (refer *Section 2* criteria).

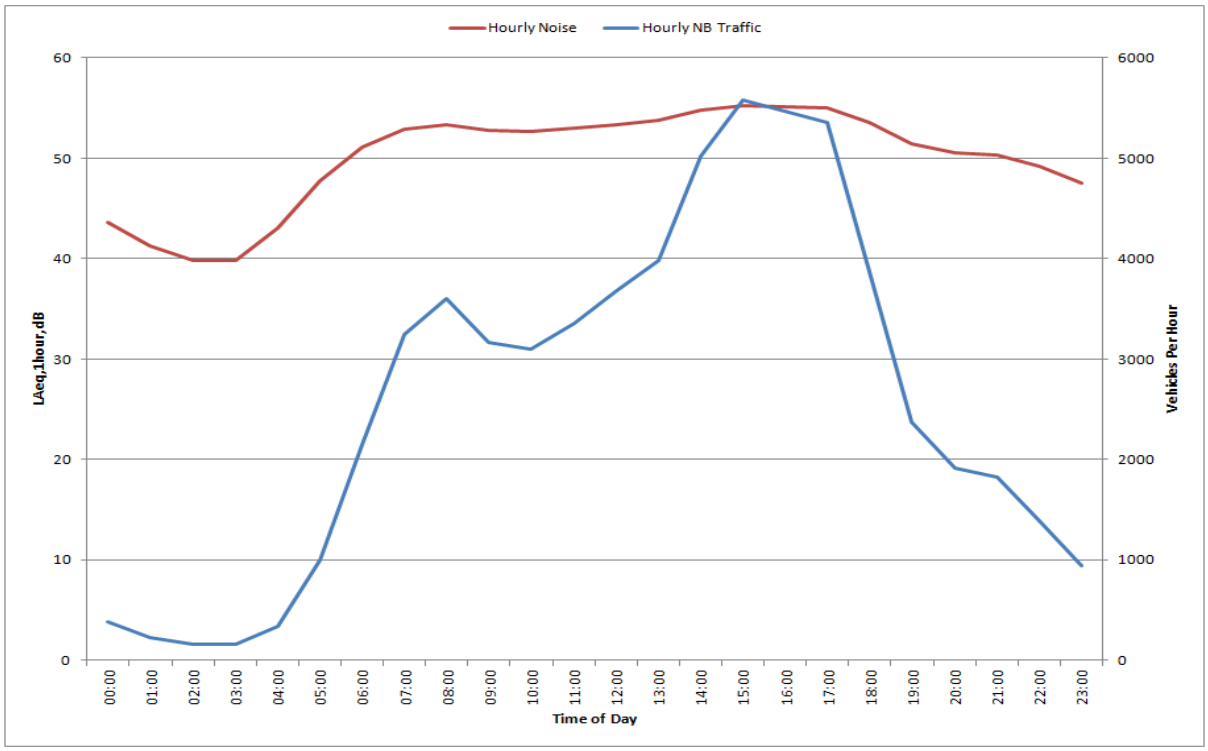


Figure 4-1 Noise Level Relationship to Hourly Traffic Volumes

4.2 Noise Modelling

The noise model was initially set-up for existing conditions and calibrated to the noise measurement location. The model is then updated to include the proposed building plans and future traffic volumes, maintaining the same model calibration. *Table 4-1* provides the predicted $L_{Aeq(Day)}$ noise levels to the glazed facade of each habitable room.

Table 4-1 Predicted Future (2041) $L_{Aeq(Day)}$ Outdoor Noise Levels

Apartment No.	Room	$L_{Aeq(Day)}$, dB
Apartment 2	Bed 1	57
	Bed 2	50
	Study	45
	Meals/Living	54
	Courtyard	52
	Entry	44
Apartment 5	Bed 1	57
	Bed 2	49-56
	Living (Sliding Door)	56
	Meals	57
	Study	56
	Balcony	54
	Entry	48
Apartment 7	Bed 1	54-57
	Bed 2	57
	Living	54
	Study	50
	Balcony	52
	Entry	49

5 ASSESSMENT

The objectives of SPP 5.4 are to achieve:

- indoor noise levels specified in *Table 2-1* in noise-sensitive areas (e.g. bedrooms and living rooms of houses and school classrooms); and
- a reasonable degree of acoustic amenity for outdoor living areas on each residential lot.

Where the outdoor noise targets of *Table 2-1* are achieved, no further controls are necessary. As such, *Table 5-1* provides the minimum construction recommended.

Table 5-1 Recommended Minimum Construction – Apartment 2

Element	Room	Construction
Glazing	Bed 1	Window approximately 36% of floor area and therefore is to achieve $R_w + C_{tr} \geq 27$, likely achievable using 6mm thick glass in fixed/awning style window with acoustic seals.
Walls	Bed 1	Walls to be Hebel Powerpanel Cladding (75mm) to 92mm steel stud with 90mm thick, 11kg/m^3 fibrous insulation and 13mm thick plasterboard.
	All Others	Walls to be Hebel Powerpanel Cladding (75mm) to 92mm steel stud with 90mm thick, 11kg/m^3 fibrous insulation and 11mm thick plasterboard.
Roof/Ceiling	Bed 1	Ceiling to be 13mm thick plasterboard with R4 insulation above.
	All Others	Ceiling to be 10mm thick plasterboard with R4 insulation above.
Outdoor Living	Courtyard	Outdoor living area is calculated to be below the outdoor noise target and therefore compliant with the requirements of SPP 5.4
Ventilation	Bed 1	Fresh air requirements to be satisfied on the basis of windows closed.
Notification	Lot	Notification to be provided on lot title advising of the potential noise impacts.

Note: Install cover mould to weep holes in above window frames where applicable

Table 5-2 Recommended Minimum Construction – Apartment 5

Element	Room	Construction
Glazing	Bed 1	Window approximately 39% of floor area and therefore is to achieve $R_w + C_{tr} \geq 27$, likely achievable using 6mm thick glass in fixed/awning style window with acoustic seals.
	Bed 2	Elevation 1 windows are approximately 36% of floor area and therefore is to achieve $R_w + C_{tr} \geq 26$, likely achievable using 6mm thick glass in fixed/awning style window with acoustic seals.
	Living / Meals	Total glazing approximately 65% of floor area. Sliding door is to achieve $R_w + C_{tr} \geq 26$, likely achievable using 6mm thick glass with acoustic seals. Window to achieve same achievable with 6mm thick glass in fixed/awning style window with acoustic seals.
	Study	Window approximately 27% of floor area and therefore is to achieve $R_w + C_{tr} \geq 21$, standard glazing permitted in fixed/awning style window.
Walls	Bed 1, Bed 2	Walls to be Hebel Powerpanel Cladding (75mm) to 92mm steel stud with 90mm thick, 11kg/m^3 fibrous insulation and 13mm thick plasterboard.
	All Others	Walls to be Hebel Powerpanel Cladding (75mm) to 92mm steel stud with 90mm thick, 11kg/m^3 fibrous insulation and 10mm thick plasterboard.
Roof/Ceiling	Bed 1, Bed 2	Ceiling to be 13mm thick plasterboard with R4 insulation above.
	All Others	Ceiling to be 10mm thick plasterboard with R4 insulation above.
Outdoor Living	Balcony	Outdoor living area is calculated to be below the outdoor noise target and therefore compliant with the requirements of SPP 5.4
Ventilation	Rooms with Upgraded Glazing	Fresh air requirements to be satisfied on the basis of windows closed.
Notification	Lot	Notification to be provided on lot title advising of the potential noise impacts.

Note: Install cover mould to weep holes in above window frames where applicable

Table 5-3 Recommended Minimum Construction – Apartment 7

Element	Room	Construction
Glazing	Bed 1	Glazing approximately 68% of floor area. Sliding door is to achieve $R_w + C_{tr} \geq 28$, likely achievable using 6.38mm thick laminated glass with acoustic seals. Window to achieve same achievable with 6.38mm thick laminated glass in fixed/awning style window with acoustic seals.
	Bed 2	Window approximately 36% of floor area and therefore is to achieve $R_w + C_{tr} \geq 26$, likely achievable using 6mm thick glass in fixed/awning style window with acoustic seals.
Walls	Bed 1, Bed 2	Walls to be Hebel Powerpanel Cladding (75mm) to 92mm steel stud with 90mm thick, 11kg/m^3 fibrous insulation and 13mm thick plasterboard.
	All Others	Walls to be Hebel Powerpanel Cladding (75mm) to 92mm steel stud with 90mm thick, 11kg/m^3 fibrous insulation and 10mm thick plasterboard.
Roof/Ceiling	Bed 1, Bed 2	Ceiling to be 13mm thick plasterboard with R4 insulation above.
	All Others	Ceiling to be 10mm thick plasterboard with R4 insulation above.
Outdoor Living	Balcony	Outdoor living area is calculated to be below the outdoor noise target and therefore compliant with the requirements of SPP 5.4
Ventilation	Rooms with Upgraded Glazing	Fresh air requirements to be satisfied on the basis of windows closed.
Notification	Lot	Notification to be provided on lot title advising of the potential noise impacts.

Note: Install cover mould to weep holes in above window frames where applicable

By implementing the above construction recommendations, noise levels are calculated to comply with the targets of SPP 5.4. Alternative constructions can be accepted provided these are supported by a laboratory calibration certificate.

It should be noted that the recommendations in this report are calculated to achieve acceptable internal noise levels in accordance with *State Planning Policy No. 5.4*. Compliance with this Standard does not result in all residents considering the noise level as acceptable as this is a subjective response. Where a resident is particularly sensitive to noise, they may wish to consider upgrading all glass (thicker, laminated glass results in higher levels of attenuation) and converting sliding windows/doors to hinged versions such as awning/casement style.

Appendix B

Terminology

The following is an explanation of the terminology used throughout this report.

Decibel (dB)
The decibel is the unit that describes the sound pressure and sound power levels of a noise source. It is a logarithmic scale referenced to the threshold of hearing.

A-Weighting
An A-weighted noise level has been filtered in such a way as to represent the way in which the human ear perceives sound. This weighting reflects the fact that the human ear is not as sensitive to lower frequencies as it is to higher frequencies. An A-weighted sound level is described as L_A dB.

L_1
An L_1 level is the noise level which is exceeded for 1 per cent of the measurement period and is considered to represent the average of the maximum noise levels measured.

L_{10}
An L_{10} level is the noise level which is exceeded for 10 per cent of the measurement period and is considered to represent the "*intrusive*" noise level.

L_{90}
An L_{90} level is the noise level which is exceeded for 90 per cent of the measurement period and is considered to represent the "*background*" noise level.

L_{eq}
The L_{eq} level represents the average noise energy during a measurement period.

$L_{A10,18hour}$
The $L_{A10,18\ hour}$ level is the arithmetic average of the hourly L_{A10} levels between 6.00 am and midnight. The *CoRTN* algorithms were developed to calculate this parameter.

$L_{Aeq,24hour}$
The $L_{Aeq,24\ hour}$ level is the logarithmic average of the hourly L_{Aeq} levels for a full day (from midnight to midnight).

$L_{Aeq,8hour}$ / $L_{Aeq\ (Night)}$
The $L_{Aeq\ (Night)}$ level is the logarithmic average of the hourly L_{Aeq} levels from 10.00 pm to 6.00 am on the same day.

$L_{Aeq,16hour}$ / $L_{Aeq\ (Day)}$
The $L_{Aeq\ (Day)}$ level is the logarithmic average of the hourly L_{Aeq} levels from 6.00 am to 10.00 pm on the same day. This value is typically 1-3 dB less than the $L_{A10,18hour}$.

Noise-sensitive land use and/or development
Land-uses or development occupied or designed for occupation or use for residential purposes (including dwellings, residential buildings or short-stay accommodation), caravan park, camping ground, educational establishment, child care premises, hospital, nursing home, corrective institution or place of worship.

About the Term 'Reasonable'

An assessment of reasonableness should demonstrate that efforts have been made to resolve conflicts without comprising on the need to protect noise-sensitive land-use activities. For example, have reasonable efforts been made to design, relocate or vegetate a proposed noise barrier to address community concerns about the noise barrier height? Whether a noise mitigation measure is reasonable might include consideration of:

- The noise reduction benefit provided;
- The number of people protected;
- The relative cost vs benefit of mitigation;
- Road conditions (speed and road surface) significantly differ from noise forecast table assumptions;
- Existing and future noise levels, including changes in noise levels;
- Aesthetic amenity and visual impacts;
- Compatibility with other planning policies;
- Differences between metropolitan and regional situations and whether noise modelling requirements reflect the true nature of transport movements;
- Ability and cost for mobilisation and retrieval of noise monitoring equipment in regional areas;
- Differences between Greenfield and infill development;
- Differences between freight routes and public transport routes and urban corridors;
- The impact on the operational capacity of freight routes;
- The benefits arising from the proposed development;
- Existing or planned strategies to mitigate the noise at source.

About the Term 'Practicable'

'Practicable' considerations for the purposes of the policy normally relate to the engineering aspects of the noise mitigation measures under evaluation. It is defined as "reasonably practicable having regard to, among other things, local conditions and circumstances (including costs) and to the current state of technical knowledge" (*Environmental Protection Act 1986*). These may include:

- Limitations of the different mitigation measures to reduce transport noise;
- Competing planning policies and strategies;
- Safety issues (such as impact on crash zones or restrictions on road vision);
- Topography and site constraints (such as space limitations);
- Engineering and drainage requirements;
- Access requirements (for driveways, pedestrian access and the like);
- Maintenance requirements;
- Bushfire resistance or BAL ratings;
- Suitability of the building for acoustic treatments.

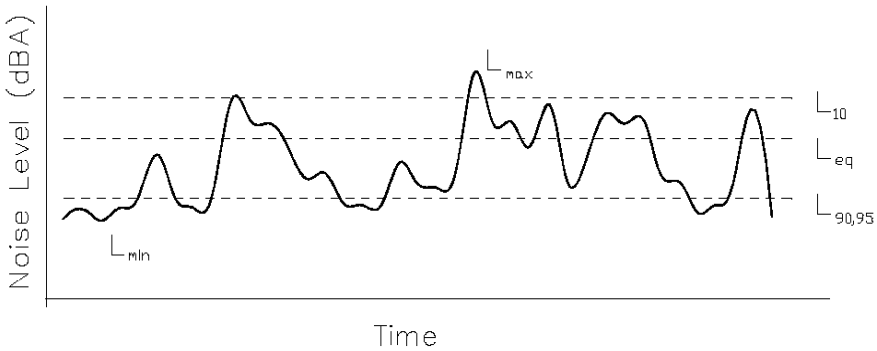
R_w

This is the weighted sound reduction index and is similar to the previously used STC (Sound Transmission Class) value. It is a single number rating determined by moving a grading curve in integral steps against the laboratory measured transmission loss until the sum of the deficiencies at each one-third-octave band, between 100 Hz and 3.15 kHz, does not exceed 32 dB. The higher the R_w value, the better the acoustic performance.

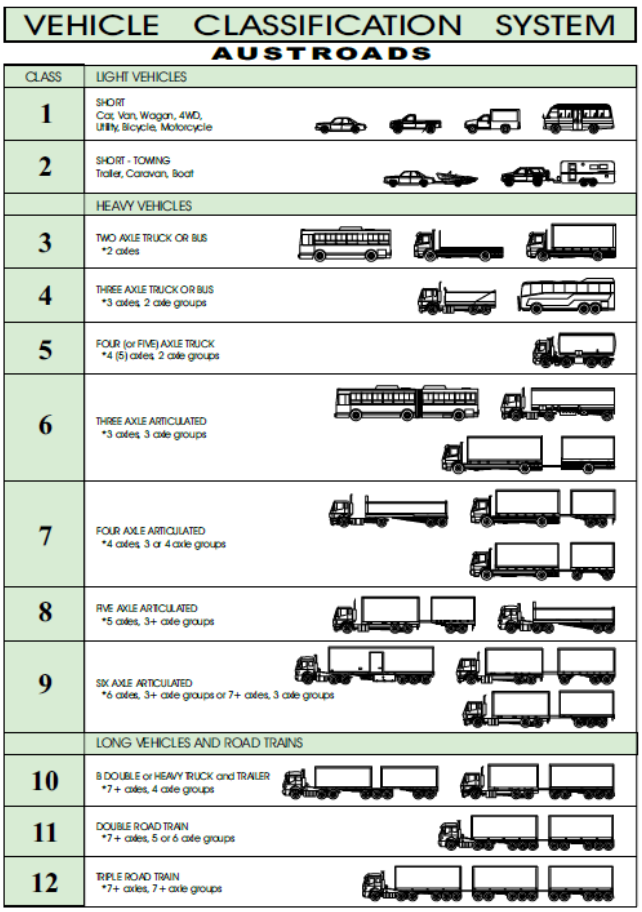
C_{tr}

This is a spectrum adaptation term for airborne noise and provides a correction to the R_w value to suit source sounds with significant low frequency content such as road traffic or home theatre systems. A wall that provides a relatively high level of low frequency attenuation (i.e. masonry) may have a value in the order of –4 dB, whilst a wall with relatively poor attenuation at low frequencies (i.e. stud wall) may have a value in the order of -14 dB.

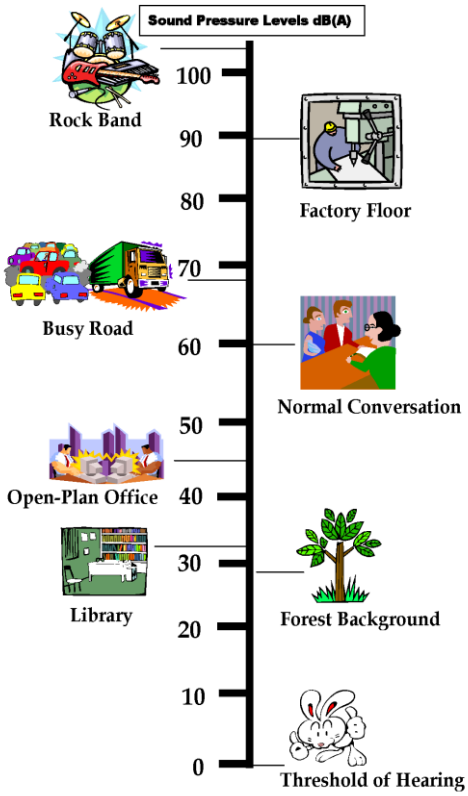
Chart of Noise Level Descriptors



Austroads Vehicle Class



Typical Noise Levels



ATTACHMENT 7

WASTE MANAGEMENT PLAN

PROPOSED SEVEN (7) MULTIPLE DWELLINGS

LOT 56 (NO.549) BEACH ROAD, DUNCRAIG

CITY OF JOONDALUP

Prepared for:

Fulfil The Dream Developments

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February 2022

CF Town Planning & Development

CF Town Planning & Development

This Waste Management Plan has been prepared by CF Town Planning & Development on behalf of Fulfil The Dream Developments for the construction of seven (7) new multiple dwellings on Lot 56 (No.549) Beach Road, Duncraig.

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Document Revisions:

- Waste Management Plan (i) Dated 10 February 2022

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Contents

1.0	**BACKGROUND & DESCRIPTION**	**4**
2.0	**PURPOSE OF THE WASTE MANAGEMENT PLAN**	**4**
3.0	**KEY REFERENCE MATERIAL**	**5**
4.0	**ESTIMATED VOLUMES & BIN TYPES**	**5**
4.1	Waste Generation Volume	**5**
4.2	Bin Type	**6**
5.0	**COLLECTION FREQUENCY & PROVIDER**	**8**
6.0	**LOCATION, SITES & FEATURES OF BIN STORAGE AREA**	**10**
6.1	Bin Storage Area & Layout	**10**
6.2	Bin Storage Location & Feature	**10**
7.0	**NOISE, ODOURS & MINIMIZING LANDFILL**	**11**
8.0	**SCREENING & BLENDING OF STORAGE AREA**	**13**
9.0	**IMPACT ON ADJACENT/ADJOINING PROPERTIES**	**13**
10.0	**STRATA MANAGEMENT COMPANY REQUIREMENTS**	**13**
11.0	**CONSTRUCTION WASTE**	**14**
12.0	**CONCLUSION**	**14**

List of Appendices

Appendix 1: Bin Store Location

Appendix 2 - City of Joondalup Indemnity Form

Appendix 3 - Site Development Plans

City of Joondalup

1.0 BACKGROUND & DESCRIPTION

CF Town Planning & Development have been commissioned by Fulfil The Dream Developments to prepare a Waste Management Plan (WMP) in support of the development application being considered by the City of Joondalup for the construction of seven (7) new multiple dwellings on Lot 56 (No.549) Beach Road, Duncraig.

According to the City of Joondalup s current operative Local Planning Scheme No.3 (LPS No.3), the sub ect land is classified Residential one and comprises a split density coding of R20/60. The sub ect land is located within the southern extremities of the Duncraig locality, ad acent the Carine Regional Open Space Reserve and in close proximity to the Warwick Train Station. Furthermore, the sub ect land is located within a Housing Opportunity Area .

Under the terms of the City s LPS No.3, the development and use of land within the Residential one for the Multiple Dwelling purposes is identified as a discretionary (D) use, meaning that the use is not permitted unless the local government has exercised its discretion by granting development approval.

As previously mentioned, the development application for sub ect land proposes the construction of seven (7) new multiple dwellings, with the following configuration:

i) Seven (7) two bedroom, two (2) bathroom dwellings.

It is significant to note that each dwelling has been designed to include a study to accommodate the opportunity for the future occupants of each dwelling to work from home, given the current climate (conse uences of Covid19).

A copy of the site development plans are provided in Appendix 3 (Site Development Plans).

2.0 PURPOSE OF WASTE MANAGEMENT PLAN

This Waste Management Plan has been prepared and submitted with the City of Joondalup in support of the development application lodged with the City for the construction of seven (7) new multiple dwellings on the sub ect land.

The aim of this Plan is to:

1. Identify the indicative volume of waste.
2. Ensure ade uate facilities are provided to serve the future occupants of the proposed multiple dwelling development on the sub ect land.
3. Demonstrate the proposed design meets industry best practice.
4. Provide for an ade uate on-site bin pick-up location and avoid impacting traffic safety and movements along Beach Road.
5. Identify methods available for the future occupants of the development to minimi e waste generation and reduce potential landfill.

3.0 KEY REFERENCE MATERIAL

- *WALGA Multiple Dwelling Waste Management Plan Guidelines;*
- *Sustainability Victoria (Victorian State Government);*
- New South Wales (NSW) Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities and
- *Discussions with the City of Joondalup Waste Management Division.*

4.0 ESTIMATED VOLUMES & BIN TYPE

4.1 Waste Generation Volume

The proposed multiple dwelling development on the sub ect land consists of the following dwelling configuration:

i) Seven (7) two bedroom, two bathroom dwellings.

The *WALGA Multiple Dwelling Waste Management Plan Guidelines* indicates that on average, each multiple dwelling (i.e. apartment) will generate the following waste (Table 1):

Table 1 – WALGA Waste Guidelines

Waste Stream	Dwelling Size	Waste Generation
General Waste	1 bedroom 2 bedroom 3 bedroom	80L/week 160L/week 240L/week
Recycle Waste	1 bedroom 2 bedroom 3 bedroom	40L/fortnight 80L/fortnight 240L/fortnight
Organic/Food Waste	1 bedroom 2 bedroom 3 bedroom	40L/fortnight 80L/fortnight 120/fortnight

Reference: Table 2 of the WALGA Multiple Dwelling Waste Management Plan Guidelines

Following discussions with the City of Joondalup s Waste Management Department (Mr Chris Hoskisson Waste Operations Coordinator), the following information was provided:

i) The City re uires on-site pick-up for developments comprising more than five (5) dwellings

ii) The City does not currently have Food Organic and combined Garden Organic (FOGO), but will introduce a service in the future. As such, ade uate space will be needed in storage area to cover the 3 services and

iii) The following waste generation ratios have been applied by the City of Joondalup and have been applied as part of this Waste Management Plan:

Table 2 – City of Joondalup Waste Generation Rates

Waste Stream	Dwelling Size	Waste Generation
General Waste	1 bedroom 2 bedroom 3 bedroom	80L/week 110L/week 140L/week
Recycle Waste	1 bedroom 2 bedroom 3 bedroom	80L/fortnight 110L/fortnight 240L/fortnight
Organic/Food Waste	1 bedroom 2 bedroom 3 bedroom	40L/fortnight 80L/fortnight 240L/fortnight

As previously mentioned, the proposed development on the sub ect land includes seven (7) two bedrooms, two bathroom multiple dwellings.

The following e uation has been used to calculate the anticipated weekly/fortnightly general waste and recycling generation:

- Waste & recycle generation calculations

  Total amount of Waste Type = Dwelling Number/Type x Waste Rate (weekly or fortnightly)

The following waste generation calculations (i.e. Table 3) is provided in support of the development for the purpose of establishing the number of bins re uired, based on the dwelling type within the development:

Table 3 – Weekly Waste Generation

Dwelling Type	Number of Bedrooms	General Waste	Recycle Waste	Greens/FOGO
Multiple Dwelling	2 bedroom (7 dwellings)	770 litres/per week	770 litres/per fortnight	560 litres/per fortnight
	Total Waste	770 litres (weekly)	770 litres (fortnightly)	560 litres (fortnightly)

4.2 Bin Type

The City of Joondalup have advised that the usage of 240 litre mobile bins per waste stream for the proposed multiple dwelling development on the sub ect land could be adopted given the small si e of the development. In addition, the City s re uires an on-site pick up service for developments comprising greater than five (5) dwellings. As such, the waste bins for the development will be collected on-site by the City s contractor (Sue) with a rear loading truck e uipped with a reverse camera system (see Figure 1). Figure 2 illustrates the bin si e and dimensions being provided in support of this development.

Given the City s waste generation rates, the proposed development will be provided with three (3) bin types (i.e. general waste, recycle & greens). It should be noted that the green bins have been provided to accommodate the City s introduction of a FOGO bin (Food Organics, Garden Organics) in the future.

In light of the above, the following bin re uirements are to be applied to the proposed development on the land:

- General waste bins- 4 x 240L
- Recycle waste bins- 4 x 240L
- FOGO waste bins - 4 x 240L (greens or future FOGO)

The following e uation has been used to calculate the number of bins re uired to service the development and the capacity of the bins for each waste stream:

- Total bins re uired for general/recycle waste

  Total number of bins required = Total waste generation/bin size (i.e. 240L)

The following calculation (i.e. Table 4) is provided in support of the waste generation and the number of bins re uired and the bin capacity to service the use:

Table 4 – Bin Capacity

WASTE TYPE	BIN SIZE	NUMBER OF BINS	BIN CAPACITY	WASTE GENERATION CALCUALTION
General Waste	240L	4	960L per week	770L per week
Recycle Waste	240L	4	960L per fortnight	770L per fortnight
Green/FOGO	240L	4	960L per fortnight	560L per fortnight

In light of the above bin capacity calculations, it is contended that the provision of the bin numbers listed in Table 4 is sufficient to accommodate the needs of the future occupants of the development on the sub ect land. This includes setting aside ade uate space/provisions for the future FOGO service.

In addition to the bin provision for the development, there is sufficient space within the verge area abutting the sub ect land to accommodate the verge pick up and to accommodate a skip bin. The area will be used to accommodate a skip bin to service the development and the storage of white goods, mattresses and any annual bulk green waste collection. It is noted that the verge area does comprise a footpath and that ade uate space is available to ensure that the pedestrian path will not be obstructed or not impact the pedestrian thoroughfare (see Figure 3 & Appendix 1).

Vehicle specifications

Overall length	8.0m
Overall width	2.5m
Height (travel)	3.4m
Height (in operation)	3.4m
Weight (vehicle only)	13.0t
Weight (payload)	9.5t
Turning circle	25.0m

Figure 1 Rubbish truck & specifications to be adopted for the development (which includes a reversing camera to access/egress the sub ect land)

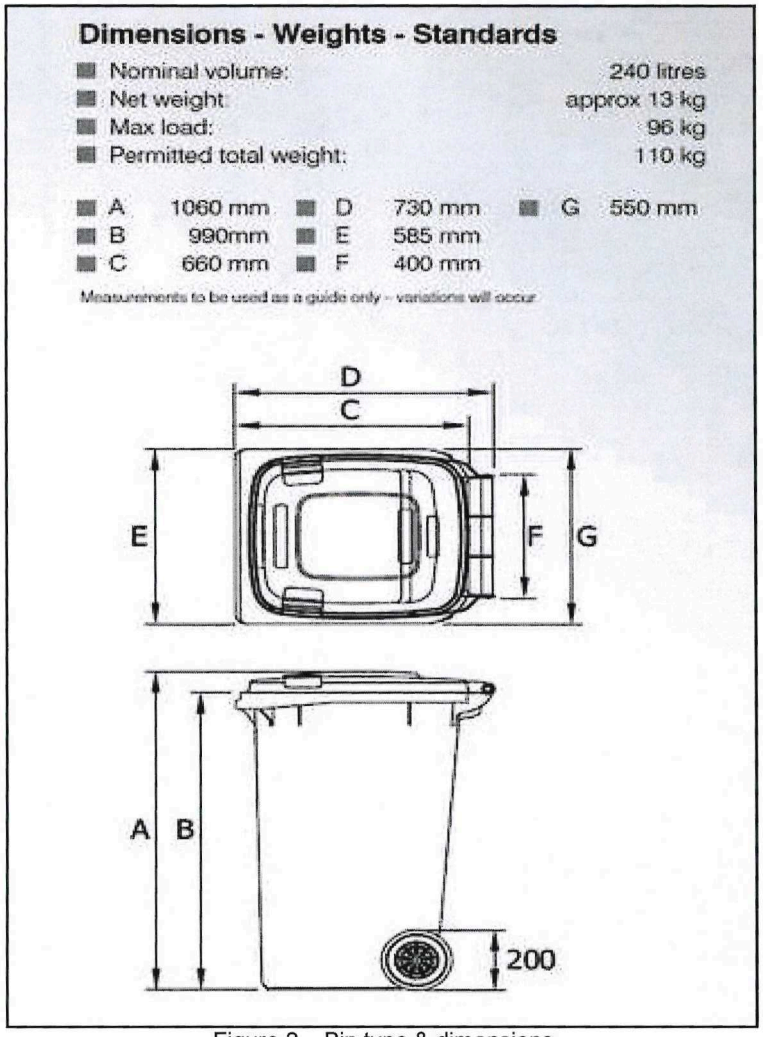


Figure 2 Bin type & dimensions

All bins will comprise appropriate colour coding and signage to clearly indicate the types of waste to be placed in the relevant bins. This will assist with ensuring that cross contamination of waste is avoided by the future occupants of the development. This will also allow for the reduction of landfill and potentially increase recycling.

5.0 COLLECTION FREQUENCY & PROVIDER

The City of Joondalup is the rubbish collection service provider (also via its contractor Sue), with the following collection services being provided to residential within the new development on the sub ect land:

- Weekly general waste mobile bin collection (every Monday).
- Fortnightly recycle mobile bin collection (every second Monday).
- Fortnightly green waste mobile bin collection (every second Monday alternative to the recycle waste collection).
- One (1) skip bin (bulk bin) per year for bulk rubbish/ unk collection.

- Annual collection of tree prunings.
- White goods pick-up.

In addition to the above services, the City provides collection points for the general public (i.e. library/civic centres) for mobile phone, globes & battery collection.

As previously mentioned, the City has advised that all bins will be collected on-site by the contractor, with the rubbish truck likely to access the site with a rear loading vehicle that will reverse onto the property along the driveway to service the bins (see Appendix 1 Bin Storage Location & Figure 3). The collection service will be undertaken on a weekly basis for general waste and fortnightly for recycle waste and green waste. It is recogni ed that the bins will need to be transferred from the bin store to the driveway for collection and returned once serviced.

Ade uate space has been provided along the common driveway to accommodate the rubbish truck on-site. On collection day, the truck will be stationary for a short period of time, with collection time being anytime between 6am and 5pm. This reflects the current waste collection service along beach Road. It should be noted that an appointed site manager (i.e. resident appointed by the strata company) will be responsible for transferring the bins from the bin store to the driveway for collection.

In light of the weight of the rubbish truck, the portion of driveway to be utili ed by the truck will be constructed to a higher standard to accommodate the truck without damaging the driveway.

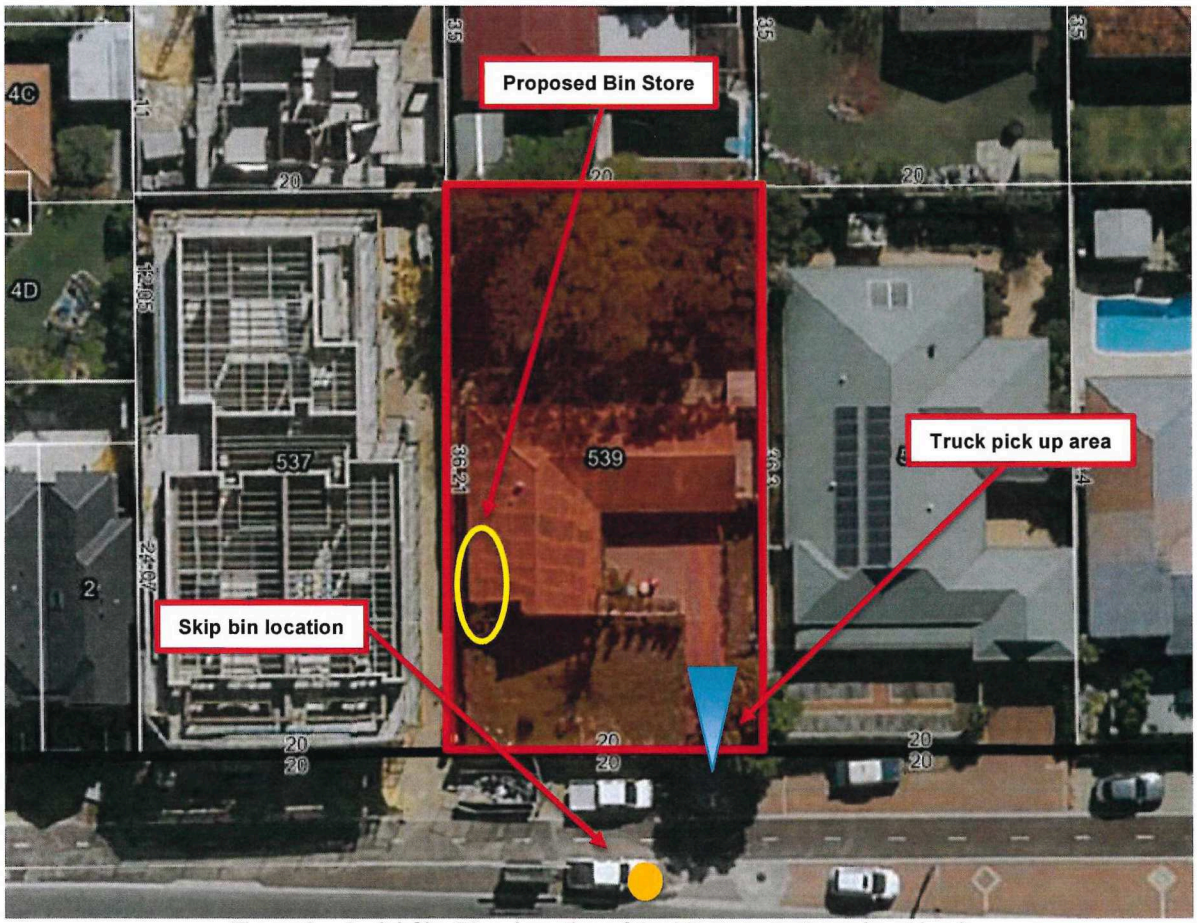


Figure 3 Aerial Site Plan. Location of the bin store on the sub ect land.

6.0 LOCATION, SIZE & FEATURES OF BIN STORAGE AREA

6.1 Bin Store Area & layout

As previously mentioned, the proposed multiple dwelling development on the sub ect land will include a total of twelve (12) 240 litre mobile garbage bins. The following table provides a breakdown of the re uired area for the bin storage area to accommodate the re uired bins (the re uired areas have been adopted using the New South Wales Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities):

Table 5 – Bin Storage Area

BIN SIZE	BIN AREA ALLOWANCE	QUANTITY	MANOEURING SPACE ALLOWANCE	AREA REQUIRED
240L MGB (General Waste)	0.24m^2	4 bins	X 2 (shared access)	1.92m^2
240L MGB (Recycle Waste)	0.24m^2	4 bins	X 2 (shared access)	1.92m^2
240L MGB (Greens/FOGO)	0.24m^2	4 bins	X 2 (shared access)	1.92m^2
		Total Area Required		**5.76m^2**
		Total Area provided		**16.24m^2**

As outlined above, the bin storage area proposed for the development is ade uate to accommodate the needs of the development. Furthermore, the bin store area proposed for the development will comprise gates to allow for easy access and storage of the bins. The store has been designed to provide easy removal of the bins for servicing and cleaning (see Appendix 1 Bin Store Location).

6.2 Bin Store Location & Features

Bin storage area will be located within the property boundaries, along the land s western side boundary and behind the building line. The bin store will be enclosed and no visible from the street and/or the ad oining properties. The bins will be moved from the bin store to the common driveway for collection and returned once serviced. It is proposed that the rubbish collection truck will enter the site in a reserve gear and exit is a forward gear (see Appendix 1 Bin Store Location).

The location of the bin store will be abutting the driveway for the new multiple dwelling development on the ad oining western property. It should be noted that the bin store on the sub ect land will be enclosed and is well clear of any ma or openings and the outdoor living area for the new dwellings on the ad oining western property. Given these fact, the bin store will not have an adverse impact on the future occupants of the new multiple dwelling development on the ad oining western property (see Figure 3). Furthermore, the bin storage area will also be located away from the any dwellings within the new development on the sub ect land.

The proposed location of the bin storage area will:

i) Minimise odour levels impacting on the occupants of the development

ii) The bin store is located away from any habitable rooms of the existing dwellings on the ad oining western property

iii) Provide easy access to all future occupants of the development and

iv) Accommodate the City s rubbish truck access.

Key design points of the common bin storage area are as follows:

- The bin storage area will comprise a tap and connection to sewer for wash-down purposes.
- The bin storage area will comprise a 100mm concrete floor.
- The bin store area will be screened and gated to hide its view from the street, common property area and provide security.
- A galvani ed pipe will be installed along the walls to prevent the bins from hitting and damaging the walls of the bin store.
- The bin storage area will be secure and screened from the future occupants of the development. The screen will include a masonry wall and landscaping along the frontage of the bin store to provide additional screening from being viewed from the public realm.
- The bin store will be enclosed.
- Ade uate on-site collection area (see Appendix 1 Bin Store location).

7.0 NOISE, ODOUR & MINIMIZING LANDFILL

It is anticipated that the location of the bin storage area for new multiple dwelling development on the sub ect land will provide easy access by the occupants of each individual dwelling and minimi e disruption to neighbors and residents.

Noise

The bin storage area will be screened and located within the sub ect land, away from any dwellings and will be enclosed. The ad oining western property comprises a common driveway ad acent to the bin store on the sub ect land. The bin storage area will comprise a masonry wall around the perimeter of the compound and landscaping along the frontage of the storage area.

It is expected that the bin storage area will generate minimal vertical and hori ontal noise transfer during use. As such, it is contended that the noise generated from the bin storage area will not result in any undue noise that would not be consistent with that generated by the ad oining properties.

In light of the above, it is contended that there will be no notable impacts on the residential dwellings on the ad oining properties from the development on the sub ect land in terms of waste management.

Odour

Strategies to minimi e odour are:

- Locating the common bin storage area along the side of the development, the facility being enclosed.
- The bin storage area will not abutting any habitable space for the existing dwelling on the ad oining western property.
- Construction of a masonry wall around the perimeter of the bin storage area.
- Screening the bin storage area.
- Allowing for natural ventilation of the bin storage area.
- Regular washing of the bins and storage area.

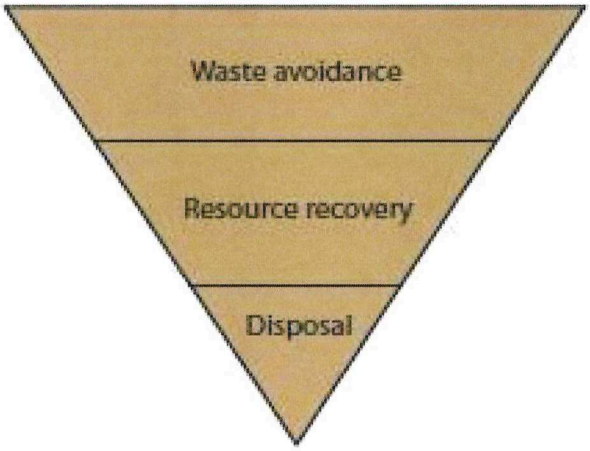
Minimising landfill

Given that the City of Joondalup provide three (3) separate bins (i.e. general waste, recycling & greens), it allows occupants of the development to sort rubbish accordingly. The provision of recycling bins will enable occupants of the development to place the following items for recycle collection:

- Glass bottles and ars (excluding broken glass, plates, pottery etc.).
- All plastic bottles.
- Newspapers and glossy maga ines, paper, envelopes
- Cardboard boxes, cereal boxes, pi a boxes, egg cartons etc.
- Cans - steel and aluminum, including aerosols cans.
- Milk and uice cartons.

Furthermore, the City of Joondalup provides annual bulk waste (i.e. skip bin), greens pickup and white goods pickup to reduce the amount of waste being placed within the general waste bin.

In light of the above services, it is contended that ade uate measures are available for the future occupants of the development to minimi e disposal of rubbish within the general waste bin resulting in long term reduction of landfill.



In light of the above services, it is contended that ade uate measures are available for the future occupants of the development to minimi e disposal of rubbish within the general waste bin resulting in long term reduction of landfill.

Vermin

The bin lids will remain closed at all times to reduce access by vermin. The use of bait stations could be implemented/considered by the occupier of each dwelling in instances of vermin appearing.

8.0 SCREENING OF BIN STORARE AREAS

The proposed multiple dwelling development on the sub ect land has been designed to be relatively small and comprises a masonry wall where it abuts the ad oining property. Furthermore, the bin store area will abut non-habitable spaces (which comprises mature vegetation) of the dwelling on the ad oining western property. Given this separation, it is concluded that an ade uate buffer is provided between the bin store and the livable spaces on the ad oining property.

It is contended that the bin storage area is consistent with a bin storage area akin to a conventional residential development (i.e. grouped dwelling development). Notwithstanding this fact, it is significant to note that the bin store for the proposed development on the sub ect land is well located and will be constructed to minimi e any adverse impacts on the ad oining properties.

In light of the above, it is contended that any potential impacts on the ad oining properties from the proposed bin storage area on Lot 56 is expected to be minimal and would be consistent with the waste disposal activities of a typical grouped and/or multiple dwelling development within the immediate locality.

9.0 IMPACT ON ADJOINING/ADJACENT PROPERTIES

The proposed multiple dwelling development on the sub ect land has been designed to be relatively small and comprises a masonry wall where it abuts the ad oining property. Furthermore, the bin store area will abut non-habitable spaces associated with the existing dwellings on the ad oining properties (i.e. the bin store abuts a driveway on the ad oining western property). Given this separation, it is concluded that an ade uate buffer is provided between the bin store and the livable spaces on the ad oining property.

It is contended that the bin storage area is consistent with a bin storage area akin to a conventional residential development (i.e. grouped dwelling development). Notwithstanding this fact, it is significant to note that the bin store for the proposed development on the sub ect land is well located and will be constructed to minimi e any adverse impacts on the ad oining properties.

In light of the above, it is contended that any potential impacts on the ad oining properties from the proposed bin storage area on the sub ect land is expected to be minimal and would be consistent with the waste disposal activities of a typical grouped and/or multiple dwelling development within the immediate locality.

10.0 STRATA MANAGEMENT COMPANY REQUIREMENTS

The appointed Strata Management Company contracted to manage the multiple dwellings on the sub ect land will be responsible to:

i) Appoint a site manager (i.e. a resident) to be responsible for coordinating the occupants of the complex to arrange cleaning of the bins and bin storage areas every two (2) to three (3) weeks

ii) The site manager will be responsible to transferring the bins from the bin store area to the driveway the night prior to pick up (before 7pm) and returning the bins to the store area on the evening of collection day (before 6pm)

iii) Ensure litter is cleaned up through regular landscape maintenance

iv) Deal promptly with any issues or complaints relating to hygiene, noise, odour or other inconvenience

v) Arrange for a private contractor to collect and disposal of green waste (i.e. small garden prunings etc.) as part of maintaining the landscaping areas for the development (i.e. private gardener) and

vi) Provide the City with relevant authori ation to access the site and any re uired indemnification regarding liability (see Appendix 2).

The abovementioned procedure will also be implemented if a sole landowner has control of the development (i.e. appoint a tenant to undertake the aforementioned tasks).

The future prospective purchases/occupants of the complex will be provided with a copy of the approved Waste Management Plan on occupancy of a dwelling. The Waste Management Plan will also be incorporated or referred to in any Strata Management Plan or Strata By-Laws or any rental agreements prepared for the development.

11.0 CONSTRUCTION WASTE

During construction, a waste compound will be provided on-site to store any waste produced during the construction process and will be serviced regularly (when re uired) by a private contractor. The contractor will provide off-site sorting of the waste to ensure that waste is recycled where possible to minimi e landfill waste.

Sub-contractors will be responsible for pre-sorting of waste products into appropriate areas within the waste compound as much as possible to reduce overall construction costs. The site manager will monitor the disposal of waste and sorting of recycle material.

No waste compounds or rubbish will be placed or stored on the street verge area or footpaths surrounding the pro ect boundaries. All pedestrian and vehicle access areas will remain clear from construction debris at all times.

More details regarding on-site management during the construction phase of the development will be provided as part of a Construction Management Plan to be prepared by the builder prior to the commencement of construction.

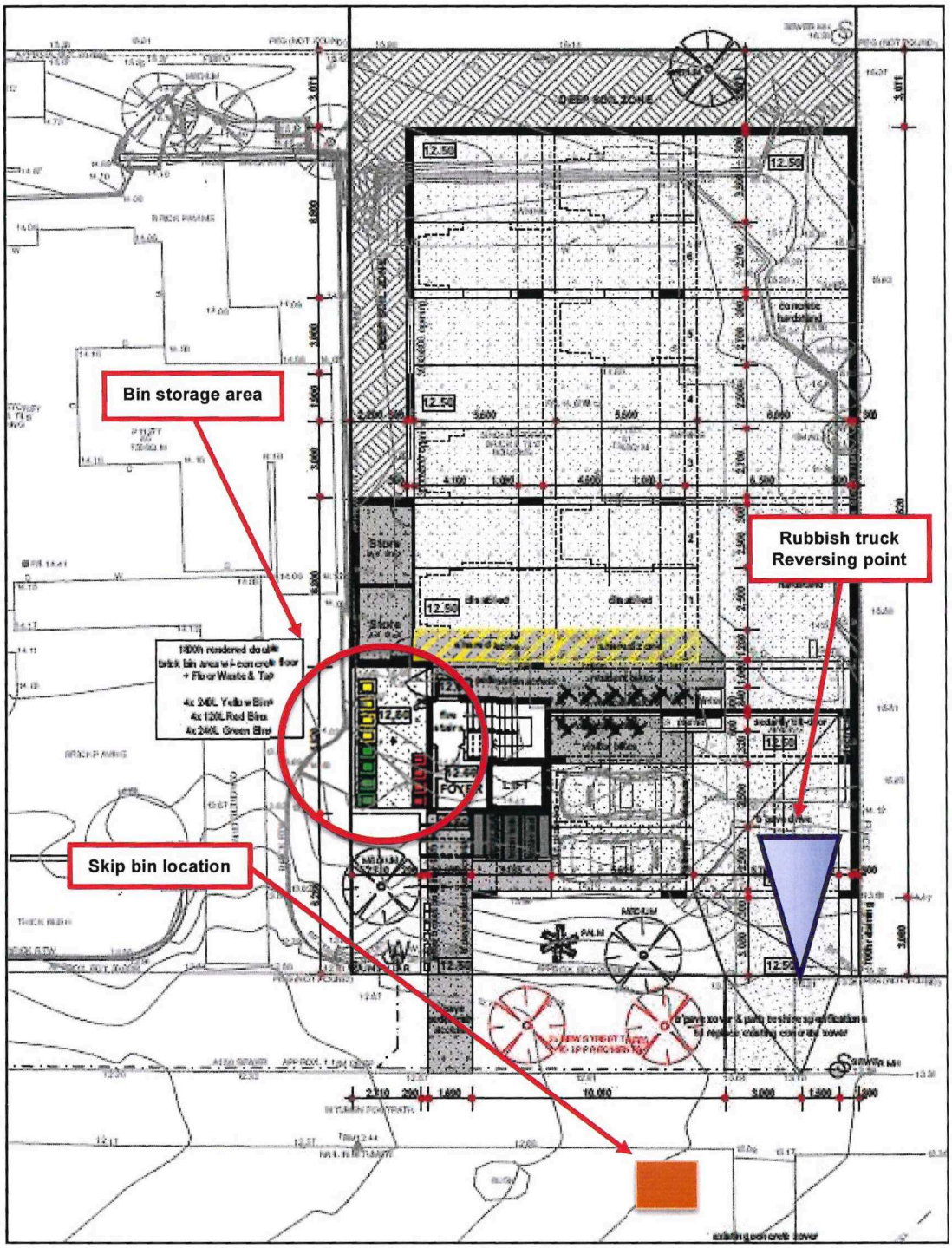
12.0 CONCLUSION

The proposed multiple dwelling development on the land in small in nature, does not generate high uantities of waste and is consistent with other similar multiple dwelling developments approved by the City of Joondalup within the Duncraig locality. As demonstrated within this Waste Management Plan, the proposed multiple dwelling development on sub ect land provides sufficient bin storage and ade uate bins to service the needs of the occupants for each individual dwelling for all waste streams provided by the City of Joondalup and has made allowance for the City intention to introduce a FOGO service in the future.

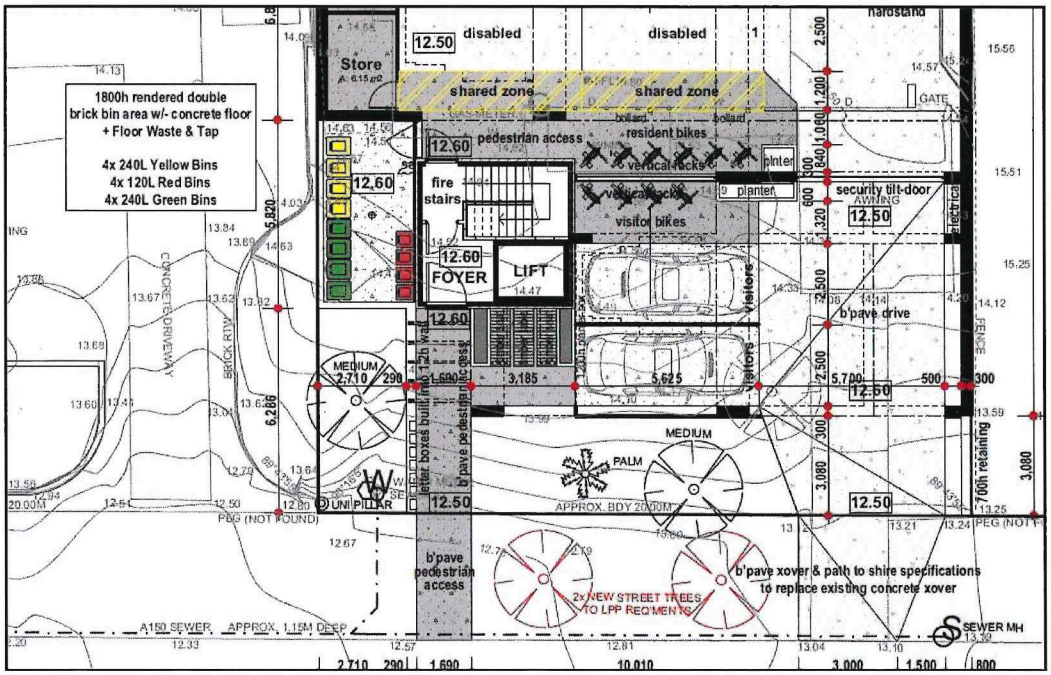
10 February 2022

CF Town Planning & Development
Planning & Development Consultants

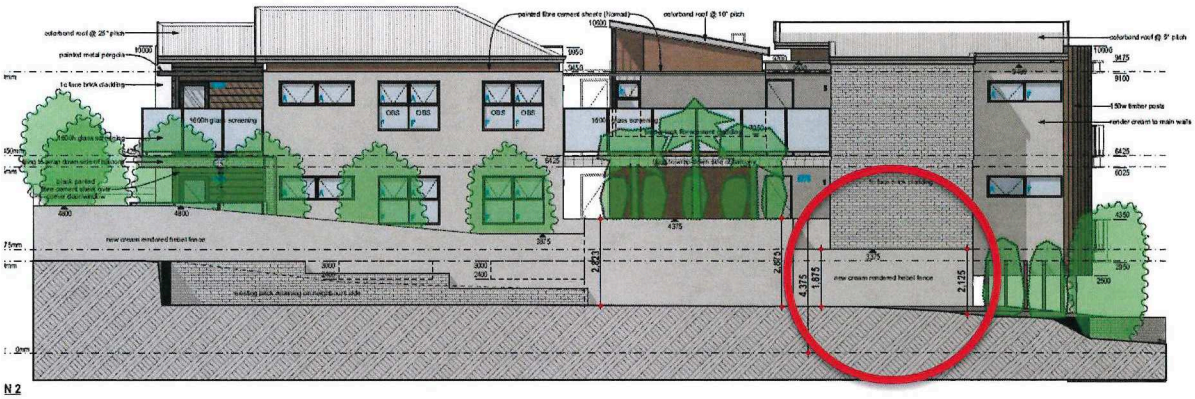
APPENDIX 1 – BIN STORE LOCATION

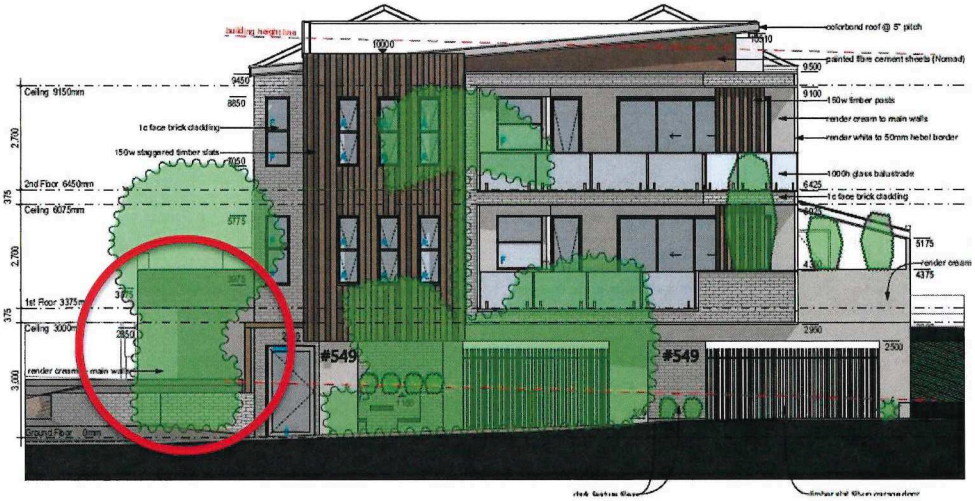


Above - Site Plan



Bin Storage Area





APPENDIX 2 – CITY OF JOONDALUP INDEMNITY FORM

City of Joondalup

SUEZ

DEED OF RELEASE

Household Waste Collection Services on Private Property

THIS DEED POLL IS GIVEN BY:

(insert name of Owners Corporation or Strata Manager) **("OWNERS REPRESENTATIVE")**

Of

(Insert property address) **("PROPERTY")**

FOR THE BENEFIT OF:

SUEZ Recycling & Recovery Pty Ltd (ABN 70 002 902 650) (SUEZ)

City of Joondalup (ABN 64 245 472 416) ("The City")

BACKGROUND

A. The Owners Representative has requested household waste or recycling collection services **("Services")** to be carried out at the Property by SUEZ on behalf of The City.

B. SUEZ has conducted a risk assessment and determined that there is no suitable delivery point on land at or near the Property on which to collect the bins as part of the Services, but that SUEZ could conduct the Services by driving a collection vehicle onto the Property.

C. The Owners Representative has requested SUEZ to provide the Services by driving the collection vehicle onto the Property and SUEZ has agreed to provide the Services in this manner on the terms and conditions of this Deed Poll.

OPERATIVE PART

1. **Consent to provide services on private property**

The Owners Representative gives its consent to SUEZ and grants a licence to SUEZ's representatives to enter onto the Property in a collection vehicle for the purpose of carrying out the Services.

City of Joondalup

SUEZ

2. **Indemnity**

The Owners Representative indemnifies and will continue to indemnify SUEZ and The City and each of their officers, employees, agents and contractors and related bodies corporate **(Indemnified Persons)** from and against all actions, claims, losses, damages, penalties, demands, costs and expenses **(Loss)** whatsoever which may be brought or made against an Indemnified Person by any person, including (without limitation) the Owners Representative or any resident, owner, tenant or invitee, in respect of property damage caused to the common areas at the Property (including but not limited to access and egress points, driveways, car parking areas, bin storage areas) arising out of or incidental to the performance by SUEZ of the Services, except to the extent any Loss is caused by the negligence of SUEZ, it's employees or contractors.

3. **Release**

Without limiting clause 2, the Owners Representative releases and forever discharges the Indemnified Persons from all liability for any Loss that the Indemnified Persons may have caused in relation to the subject matter of this deed.

4. **Warranties**

The Owners Representative represents and warrants to SUEZ and The City that the person signing this deed poll has the legal authority to enter into this deed poll on behalf of the Owners Representative and on behalf of the owners of the Property.

5. **Acknowledgement**

The Owners Representative acknowledges the weights of SUEZ's collection vehicles:
(a) collection vehicles to service plastic bins - up to 23 tonnes; and
(b) collection vehicles to service steel bins - up to 28 tonnes,
and that it is the Owners Representative's responsibility to ensure that these vehicles can be accommodated within the common areas on the Property where the Services are to be provided.

EXECUTED as a DEED POLL

City of Joondalup

suez

SIGNED for and on behalf of **the Owners Representative** by its duly authorised representative in the presence of:

.....	.....
Signature of Owners Representative	Signature of witness
.....	.....
Print name	Print name
.....	.....
Position	Print address
.....	.....
Date	Date

Please return the completed form via one of the following methods:

Email: joondalup@suez-env.com.au
Fax to: (08) 9350 7196
In person to: City of Joondalup Administration Centre 90 Boas Drive, Joondalup WA 6027
(Monday- Friday 8:30am to 5:00pm)

OFFICE USE ONLY

Booking Number: .....

Resident Name: .....

Contact Number: .....

City of Joondalup

Environmentally Sustainable Design – Checklist

Under the City's planning policy, *Environmentally Sustainable Design in the City of Joondalup*, the City encourages the integration of environmentally sustainable design principles into the construction of all new residential, commercial and mixed-use buildings and redevelopments (excluding single and grouped dwellings, internal fit outs and minor extensions) in the City of Joondalup.

Environmentally sustainable design is an approach that considers each building project from a 'whole-of-life' perspective, from the initial planning to eventual decommissioning. There are five fundamental principles of environmentally sustainable design, including: siting and structure design efficiency; energy efficiency; water efficiency; materials efficiency; and indoor air quality enhancement.

For detailed information on each of the items below, please refer to the *Your Home Technical Manual* at: **www.yourhome.gov.au**, and *Energy Smart Homes* at: **www.clean.energy.wa.gov.au**.

This checklist must be submitted with the planning application for all new residential, commercial and mixed-use buildings and redevelopments (excluding single and grouped dwellings, internal fit outs and minor extensions) in the City of Joondalup.

The City will seek to prioritise the assessment of your planning application and the associated building application if you can demonstrate that the development has been designed and assessed against a national recognised rating tool.

Please tick the boxes below that are applicable to your development.

Siting and structure design efficiency

Environmentally sustainable design seeks to affect siting and structure design efficiency through site selection, and passive solar design.

Does your development retain:

- ☐ existing vegetation; and/or
- ☐ natural landforms and topography

Does your development include:

- ☐ northerly orientation of daytime living/working areas with large windows, and minimal windows to the east and west
- ☐ passive shading of glass
- ☐ sufficient thermal mass in building materials for storing heat
- ☐ insulation and draught sealing
- ☐ floor plan zoning based on water and heating needs and the supply of hot water; and/or
- ☐ advanced glazing solutions

Energy efficiency

Environmentally sustainable design aims to reduce energy use through energy efficiency measures that can include the use of renewable energy and low energy technologies.

Do you intend to incorporate into your development:

- ☒ renewable energy technologies (e.g. photo-voltaic cells, wind generator system, etc); and/or
- ☒ low energy technologies (e.g. energy efficient lighting, energy efficient heating and cooling, etc); and/or
- ☒ natural and/or fan forced ventilation

Water efficiency

Environmentally sustainable design aims to reduce water use through effective water conservation measures and water recycling. This can include stormwater management, water reuse, rainwater tanks, and water efficient technologies.

Does your development include:

- ☐ water reuse system(s) (e.g. greywater reuse system); and/or
- ☐ rainwater tank(s)

Do you intend to incorporate into your development:

- ☒ water efficient technologies (e.g. dual-flush toilets, water efficient showerheads, etc)

Materials efficiency

Environmentally sustainable design aims to use materials efficiently in the construction of a building. Consideration is given to the lifecycle of materials and the processes adopted to extract, process and transport them to the site. Wherever possible, materials should be locally sourced and reused on-site.

Does your development make use of:

- ☒ recycled materials (e.g. recycled timber, recycled metal, etc)
- ☒ rapidly renewable materials (e.g. bamboo, cork, linoleum, etc); and/or
- ☒ recyclable materials (e.g. timber, glass, cork, etc)
- ☒ natural/living materials such as roof gardens and “green” or planted walls

Indoor air quality enhancement

Environmentally sustainable design aims to enhance the quality of air in buildings, by reducing volatile organic compounds (VOCs) and other air impurities such as microbial contaminants.

Do you intend to incorporate into your development:

- ☒ low-VOC products (e.g. paints, adhesives, carpet, etc)

‘Green’ Rating

Has your proposed development been designed and assessed against a nationally recognised “green” rating tool?

- ☐ Yes
- ☒ No

If yes, please indicate which tool was used and what rating your building will achieve:

_____

_____

_____

If yes, please attach appropriate documentation to demonstrate this assessment.

If you have not incorporated or do not intend to incorporate any of the principles of environmentally sustainable design into your development, can you tell us why:

rainwater and greywater tanks have not been deemed necessary for this development due to the low maintenance nature of water consumption.
Solar Panels may be considered however not currently reflected on the plans. All our lighting is LED anyway and the appliances will be highly rated too, so again, don't really deem solar panels completely necessary.
The design of the apartments and the amount of landscaping/canopy cover, alongside the use of particular materials should mean the houses require less cooling too.

Is there anything else you wish to tell us about how you will be incorporating the principles of environmentally sustainable design into your development:

When you have checked off your checklist, sign below to verify you have included all the information necessary to determine your application.

Thank you for completing this checklist to ensure your application is processed as quickly as possible.

Applicant's Full Name: Dean Turner **Contact Number:** 0433379119

Applicant's Signature: D.Turner **Date Submitted:** **19/07/21**

Accepting Officer's Signature:

Checklist Issued: March 2011

Joondalup Design Review Panel comments and applicants' response

Summary of Design Reference Panel comment	Summary of Applicant response
Overall the design is lacking and needs more thought, with too many architectural styles. The roof needs to be simplified.	The design has been tweaked after looking at it further and taking the JDRP's points on board. The roof wasn't requested to be simplified, if not more "consistent" as there were "too many different architectural features" before and the hip and valley roof along with parapet walls were the main concerns. The roof has now been made more consistent throughout enhancing the side and rear elevations to compliment the front elevation more as there was no negative response in regards to the front elevation other than questioning the construction method.
Concerns with the overall bulk and scale, noting that the development potentially does not comply with privacy setbacks when transitioning from a R20 area.	The overall bulk and scale has actually dropped significantly as it was realised while making amendments that the neighbouring ground levels were actually drawn 500mm lower than they should have been. This alone made a massive difference along the sides of the property. The rear setback was also recognised as being 500mm under the requirement for even overlooking under R60, therefore the rear apartments have been brought in 500mm (leaving a 4.5m setback to living areas) while shaving minor portions out of each apartment. Windows have now been clearly labelled where obscured glazing will be placed, and this obscuring can be potentially removed in the future should the neighbouring properties convert to R60 as well. Overall, the bulk and scale of the development we believe is more compassionate to the neighbourhood than the grouped and multi-dwellings that already exist along the street which are built right up to the 2m front setback and possibly 1.2m/1.5m from the sides in places. These existing developments along the street don't even feature front landscaping to help ease the impact on the streetscape, let alone the sides of the property where the double storeys are at their absolute minimum setbacks where possible. Our 3m and 4.5m setbacks to the sides are by far more sympathetic to the neighbours, while the landscaping wrapping around the entire building adds an extra buffer.
Concerns with Apartment 2. This seems to be squeezed in and results in a compromised design.	Apartment 2 has been re-designed to allow more privacy and acoustic/privacy buffer to the bedrooms. The void was removed meaning Bed 1 has been pushed to the external wall therefore Bed 1 no longer has a window facing into a communal corridor, and the window facing out is larger and not obscured as it meets the R20 privacy requirements. The Study and Bed 2 windows have been

Summary of Design Reference Panel comment	Summary of Applicant response
	rotated and pushed back respectively from the communal corridor, with vertical landscaping to help add further privacy to these rooms. Acoustics has not been recognised as a major issue due to the egress route behind not being considered highly trafficable, only having 2 apartments behind, and those 2 apartments only having a study and entry door facing into the corridor. Should the acoustics engineer highlight this as a potential impact on the acoustic ratings of those rooms, we can easily add V-Lam Hush glass to those windows instead of the double glazing
There is no passive shading to windows on the eastern and western elevations and there will be a significant heat load should they not be treated appropriately.	Eastern windows aren't considered to generate a "significant heat load" regardless, but due to the topography to the east of the block, most of the early morning summer sun will be blocked out regardless as Warwick is significantly higher than Duncraig. The Western Windows however are well protected by trees as the banksias and acacias will be tall enough to protect the windows from the summer sun which wraps around further in the afternoon, but still allow enough winter sun to heat up the apartments.
Some apartments have the TV in front of half the glass sliding door, obstructing the view.	This has been amended to reflect a swing door instead of a sliding door.
The location of the entry to Apartment 1 and 2 has no buffer from the foyer exit and there will be a lot of traffic going past these units.	The Lift/Stair Shaft has now been flipped to bring the Egress doors further away from the SOU Entries. Apartments 1 and 5 have had their Entry doors rotated around as well to allow better access to the store doors.
There are a number of windows opening into the accessways. The separation does not provide visual or acoustic privacy and is a poor design outcome.	Apartment 2 has now been re-designed to bring the windows away from the communal corridor with better privacy protection through a vertical landscape containing climbing plants. The Study windows to the rear apartments were noted as incorrect anyway and have been amended as they realistically need to have sills above 1500mm for fire requirements anyway. Acoustics isn't really considered an issue as it is doubtful there will be much traffic down this rear communal corridor with only 1 apartment in the rear corner, plus being Studies rather than bedrooms then any potential noise would be more acceptable for the decibel requirements that the acoustics engineers work off.

Summary of Design Reference Panel comment	Summary of Applicant response
The upper floor accessway is open to the west and has no weather protection.	Protection has now been added in the form of a macrolon lined pergola roof as we would still prefer natural light coming into this corridor to service the apartments.
The screening to the balconies at the rear is not a good outcome.	Only 2 apartments of the 7 have this screening while they also have open louvred roofs anyway. 1600h isn't even fence height and being obscured glass rather than a solid wall it could be justified that it's a better outcome than most grouped dwellings have. The rear neighbour's fence line along with ours is also well vegetated, so a discussion could be had to drop the height of the rear screening to a standard balustrade as it's hardly going to be invasive anyway. Another suggestion that could be considered by council is to have 75% permeable screening to these terraces instead, however I personally feel obscured glazing is more comfortable than screening unless it's perforated metal in which it potentially adds to the amenity and character of the terraces.
The configuration of some of the balconies means there is unusable space that may become a maintenance issue and the design could be done to be more functional.	This was noted, and the portion of the balconies that were narrower and screened were in turn actually blocking the views of the habitants, therefore these portions were changed to planter boxes instead and the windows now have views with some added amenity.
The entry is not legible, is tucked behind the parking bays and is uninviting.	This was a previous consideration in the design and has now been adjusted accordingly due to the negative response in regards to the existing landscaping retention.
Retaining the vegetation in the front is a disadvantage to the overall design and creates a CPTED issue with concealed areas.	The motivation to retain as much existing landscaping was due to it being very bushy which ties in with the neighbourhood, along with the actual R-Codes even stating to retain as much mature vegetation as possible. Storage can and would eventually be kept within the basement anyway or on the very deep verge. However, the JDRP's comments have been accepted and the landscaping has been re-designed along with the Entry to the building to be safer and more practical.
The existing landscaping is not well kept. The construction management will likely mean that a lot of this would need to go to accommodate construction.	As stated above.

Summary of Design Reference Panel comment	Summary of Applicant response
Concerns raised with the planter boxes and the heights used. The elevations and levels do not seem accurate. Queried whether the concrete slab will be able to support the soil load.	The Planter Box outside of Unit 4's bedroom windows was incorrectly notated and has since been fixed. (1000h in lieu of 1800h high) The elevations are now more clearly labelled to show what hides behind the fence. The JDRP's comments were noted that some of the planter boxes may not be easily accessible either without possibly a ladder, therefore some screening has been removed and the planters amended in heights to be more easily accessible. The plant selection has been slightly amended now to include plants of little to no maintenance. The concrete slab is an engineering issue, therefore not considered an issue at planning stage anyway. There are various methods that could be incorporated to make this work if the engineer deems it as needing attention. People put pools on rooftops, I don't think a planter box will be an issue.
Concerns regarding maintenance and access to the planter boxes, and possible safety issue for maintenance.	As stated above
There is an opportunity to create an informal communal space in the street area combined with the frontage and entry point.	Noted and accepted. An informal communal space has been added near the entry, and further to this some small seating areas have also been added to each floor outside of the fire stairs.
The plant mix could be better, palms are not ideal.	The palms selected can be kept in pots, and palms are pretty much always low maintenance, therefore I don't agree with this opinion. Tropical natives are also incredibly common in the northern suburbs to add character to the garden and give the residents a holiday welcome home. It was however accepted that not all of the plants originally selected were of low maintenance, therefore the Dianella's previously selected to the planter boxes have been only located within arms reach of the walkway, while in other areas replaced with Snake plants and Cordylines which literally need zero maintenance.
Would be beneficial to provide a diagram that demonstrates how the development complies with landscaping requirements,	Accepted and has been added.

Summary of Design Reference Panel comment	Summary of Applicant response
including deep soil areas and root zones for all trees.	
Grass proposed for the rear dwellings is not practical and could create an on-going maintenance issue.	Accepted and has been amended
Disabled parking bays do not comply with the Australian Standard.	The shared zone has now been flipped to the Foyer side of the Disabled bays which in turn increases the functionality and access to the Foyer.
Queried lift shaft and stairs and if they will be motion-sensor activated. Concerns that use of a sliding door will not meet fire separation requirements.	The sliding doors have been removed now anyway so this will no longer be an issue. These doors will now be standard fire doors.
Queried the treatments to the southern façade and how the element will work structurally.	The first and second floors are to be made from steel truss frames with the floors and external walls lined with 50mm and 75mm hebel panels. The front façade has 2 queries; 1) The Border to the Balconies – this will be designed with the 50mm hebel panel just overhanging the steel frame by 100mm, very simple. The bottom part of the borders will be 50mm hebel connected to the underside of the frame. 2) The *Timber Wave Feature to the Bed 2 walls – This will be lightweight steel framing with timberlook composite boards lined around the frame. Again, very simple and being composite boards then there's no fire hazard.
Queried how the upper floor is supported.	This is obviously a building issue, but basically the basement is constructed entirely of concrete with concrete pillars and beams with a concrete floor to the First Floor. After that we will start using Steel Framing for the 2x floors with 50mm and 75mm Hebel to line the floors and external walls. This construction has already been approved in other projects of ours as high as 5 Storeys.
Queried if there will appropriate acoustic buffer between the floors.	Yes, there needs to be or it won't pass the NCC. Hebel is well renowned for its acoustic, fire and energy properties regardless, and again, we've had this approved in 5 storey apartment buildings already.

City of Joondalup

HOALPP / SPP 7.3 assessment summary

The detail highlighted in red has been identified as not achieving the suggested requirements under the acceptable outcome.

HOALPP

Element	SPP 7.3 reference	Objectives	Development Standards	Proposed
1 Urban design — Public domain interface	**3.6 Public domain interface**	Achieved	Blank walls, vehicle access and building services (e.g. bin store, booster hydrant) shall not exceed 20% of the total lot frontage to the public realm.	Vehicle access, visitor parking and bin store screen total 15.9m or 79.5%
3 Urban design – Multiple dwellings – Application of average site area	**A2.5.2 Plot ratio**	Achieved	Development of multiple dwellings which complies with a minimum site width street boundary of 20 metres;	20 metre site width
			is located within an 800m walkable catchment, as defined on the Scheme map, from any existing or proposed strategic metropolitan, secondary, or specialised activity centre or railway station on a high frequency rail route	Located within 800m catchment of Warwick Train Station
4. Building height	**2.2 Building height**	Achieved	2 storeys (9m)	2 storeys + under croft (9.4m)
5 Street setbacks	**2.3.1 Street setbacks**	Achieved	Primary Street: 2 metres	2 metre minimum setback
6 Side and rear setbacks	**2.4 Side and rear setbacks**	Achieved	Ground floor: 2 metres Upper floor: 3 metres	Ground floor: minimum 2 metres Upper floor: minimum 2 metres (west and east)
7 Resident parking – Location	**3.8 Vehicle access**	Achieved	Resident parking, including a carport, garage or other hardstand area, shall be setback a minimum of 5.5 metres from the public road boundary.	Undercroft parking setback 10.8 metres from primary street.
8 Solar access for	**3.2 Orientation**	Achieved	Shadow to residential properties to the south shall not exceed 40%	Shadow from development falls onto Beach Road and not any adjoining property.

Element	SPP 7.3 reference	Objectives	Development Standards	Proposed
adjoining sites			of the site area as cast at midday on 21 June.	
9 Access and parking – Resident Parking	**3.9 Car and bicycle parking**	Achieved	N/A – Amended definition for Location A parking.	Considered in assessment of 3.9 below.
10 Access and Parking	**3.8 Vehicle access**	Achieved	Crossover width to a maximum of 4.5 metres	Crossover 4.5 metres wide
			Crossovers shall not interfere with existing or proposed street trees, or the levels of pavement.	Crossover is intended to replace existing crossover location and will not impact trees.
11 Landscape area	**3.3 Tree canopy and deep soil areas**	Achieved	20% of the site (146.m2) to be landscaped. Minimum dimension of 1.5m	28% (211.92m2) landscaped. All areas within calculation meet minimum 1.5m dimension.
12 Tree Sizes and Deep Soil Areas	**3.3 Tree canopy and deep soil areas**	Achieved	Trees (see 13 below) provide minimum area and dimensions. Medium trees: 36m2 deep soil area. Minimum dimensions 3m. Small trees: 9m2 deep soil area. Minimum dimensions 2m.	Development has space for medium trees at the rear of the development measuring 31m2 (east) and 30.7m2 (west). Western area also has a 2.2m landscape strip, however, does not meet the minimum dimensions of 3m. Small trees have minimum 9m2 and dimension of 2m.
13 Trees	**3.3 Tree canopy and deep soil areas**	Achieved	Given lot size, development requires either: One large tree and two small trees; or Two medium trees and one small tree	Two medium trees and numerous small trees in addition to the retention of six trees (small and medium) on site.
14 Tree retention	**3.3 Tree canopy and deep soil areas**	Achieved	Landscaping can be reduced where medium or large trees are retained. Tree retention is required to be supported by an Arboriculture report.	No arboriculture report was provided by the applicant. Therefore no reducing in the landscaping requirement was considered.
15 Outdoor living areas	**4.4 Private open space and balconies**	Achieved	Outdoor living areas may be located in the front setback area where their design enhances surveillance of the adjacent streetscape.	No outdoor living areas were proposed within the front setback area.
16 Size and layout of dwellings	**4.3 Size and layout of dwellings**	Achieved	Policy does not alter requirements for multiple dwellings.	Consideration against 4.3 of SPP 7.3 below.

Element	SPP 7.3 reference	Objectives	Development Standards	Proposed
17 Solar and daylight access	**4.1 Solar and daylight access**	Achieved	A site plan is to be prepared to demonstrate solar design outcomes for the Responsible Authority assessment.	The applicant has provided sufficient information to demonstrate the solar outcomes for the development.
18 Natural ventilation	**4.2 Natural ventilation**	Achieved	All rooms, with the exclusion of store rooms, shall have operable windows. Window opening design shall maximise natural ventilation.	All rooms have access to operable windows except the following: A1 & 5: Bath A2: Pdr (toilet) A3, 4, 6 & 7: Bath/laundry
			Habitable rooms shall have a window in an external wall which: a) Has a minimum glass area not less than 15% of the floor area of the room;	All rooms meet the relevant windows except the following: A1: Bed 2 (12.43%) A5: Bed 2 (12.5%)
			b) Comprise a minimum of 50% clear glazing; and,	N/A
			c) Is openable for 50% the size of the window.	A1: Bed 2 (41.44%) A3: Bed 1 (48.95%) A4: Bed 1 (48.95%) A5: Bed 2 (41.44%) A6: Bed 1 (48.95%) A7: Bed 1 (48.95%)
19 Waste management	**4.17 Waste management**	Achieved	A communal bin store shall be provided, with a shared bin service. The number of bins provided for each development will be determined by the City.	A communal bin store has been provided. A waste management plan has sufficiently demonstrated the volumes of waste to be generated and bin types required.
			A suitable area for bulk hard waste and green waste collection shall be provided.	The waste management plan identifies that bulk waste would be collected via skip bin that could be located on the verge without any impact on surrounding properties.
			The development shall be designed to facilitate on-site bin collection by the City. The collection point and access for service vehicles shall be constructed to the City's specification.	The applicant has agreed through, the waste management plan, that the design and construction of the driveway will be to a higher than normal standard for residential development. A condition is recommended should the matter be approved.

SPP7.3

Element	Element Objectives	Proposed
2.2 Building height	As discussed in the body of the report.	
2.3 Street setbacks	As discussed in the body of the report.	
2.4 Side and rear setbacks	As discussed in the body of the report.	
2.5 Plot ratio	As discussed in the body of the report.	
2.6 Building depth	O 2.6.1 Building depth supports apartment layouts that optimise daylight and solar access and natural ventilation.	Apartments received sufficient daylight/solar access and ventilation through the overall design.
	O 2.6.2 Articulation of building form to allow adequate access to daylight and natural ventilation where greater building depths are proposed.	As above, development receives sufficient daylight and ventilation.
	O 2.6.3 Room depths and / or ceiling heights optimise daylight and solar access and natural ventilation.	The development has multiple aspects with no single aspect apartments, allowing daylight and ventilation in through multiple directions.
2.7 Building separation	O 2.7.1 New development supports the desired future streetscape character with spaces between buildings.	Development is considered to be adequately separated from adjoining properties to retain future streetscape.
	O 2.7.2 Building separation is in proportion to building height.	Dwelling is predominantly two storeys and largely meets the setback requirements of the HOALPP.
	O 2.7.3 Buildings are separated sufficiently to provide for residential amenity including visual and acoustic privacy, natural ventilation, sunlight and daylight access and outlook.	Development is separated sufficiently from adjoining property with elements of visual privacy, solar access etc considered under separate sections.
	O 2.7.4 Suitable areas are provided for communal and private open space, deep soil areas and landscaping between buildings.	Informal communal area appropriate for the seven-dwelling development. Provides for connection with landscaping and deep soil areas at the front of the development.
3.2 Orientation	O 3.2.1 Building layouts respond to the streetscape, topography and site attributes while optimising solar and daylight access within the development.	Building layout achieves adequate daylight access to units and responds to the street layout with street fronting apartment design.
	O 3.2.2 Building form and orientation minimises overshadowing of the habitable rooms, open space and solar collectors of neighbouring properties during mid-winter.	• No solar collectors on existing adjoining dwellings will be impacted. • Shadow from the winter sun will be cast to Beach Road.
3.3 Tree canopy and deep soil areas	As discussed in the body of the report.	

Element	Element Objectives	Proposed
3.4 Communal open space	O 3.4.1 Provision of quality communal open space that enhances resident amenity and provides opportunities for landscaping, tree retention and deep soil areas.	The informal seating provides a small meeting area for both resident and visitors, at the entrance of the development. The area is not excessive and allows tree retention and deep soil areas.
	O 3.4.2 Communal open space is safe, universally accessible and provides a high level of amenity for residents.	The residential units provide for surveillance over the communal space, with open visibility to the street.
	O 3.4.3 Communal open space is designed and oriented to minimise impacts on the habitable rooms and private open space within the site and of neighbouring properties.	The informal seating area is not considered to adversely impact habitable rooms and/or adjoining OLAs.
3.5 Visual privacy	As discussed in the body of the report.	
3.6 Public domain interface	As discussed in the body of the report.	
3.7 Pedestrian access and entries	As discussed in the body of the report.	
3.8 Vehicle access	O 3.8.1 Vehicle access points are designed and located to provide safe access and egress for vehicles and to avoid conflict with pedestrians, cyclists and other vehicles.	• Beach Road verge is 14.15m wide which allows sufficient area for entering vehicles to wait as another vehicle exits the development. • The development also includes a separate pedestrian path so there is no conflict between pedestrians and vehicles.
	O 3.8.2 Vehicle access points are designed and located to reduce visual impact on the streetscape.	Resident bays are within an undercroft area and are behind a timber tilt-up garage door and landscaping will reduce the visual impact of the visitor bays on the streetscape.
3.9 Car and bicycle parking	As discussed in the body of the report.	
4.1 Solar and daylight access	O 4.1.1 In climate zones 4, 5 and 6: the development is sited and designed to optimise the number of dwellings receiving winter sunlight to private open space and via windows to habitable rooms.	• Four apartments face north. • Two apartments face south however include MOs to the west to allow for sunlight in the afternoons – windows facing west include Low E glass to reduce heat gain. • Five apartments OLAs have access to northern light.
	O 4.1.2 Windows are designed and positioned to optimise daylight access for habitable rooms.	Daylight access is optimised as all habitable rooms (except the study for the rear apartments) have windows with access to direct sky.
	O 4.1.3 The development incorporates shading and glare control to minimise heat gain and glare: – from mid-spring to autumn in climate zones 4, 5 and 6 AND – year-round in climate zones 1 and 3.	Low E Glazing incorporated to minimise glare and heat gain.

Element	Element Objectives	Proposed
4.2 **Natural ventilation**	O 4.2.1 Development maximises the number of apartments with natural ventilation.	• A1 & 5 (street facing apartments) – cool breezes can flow in through the large south facing balconies and out through the entrance. • A2 – cool breezes can flow in through the living and out through the courtyard. • A3, 4, 6 & 7 (rear apartments) – cool breezes can flow in through the openings to the west and east and out through the primary living space and courtyard/balconies. • All apartments receive cross ventilation, with openings to at least two elevations for each apartment.
	O 4.2.2 Individual dwellings are designed to optimise natural ventilation of habitable rooms.	As above, all apartments have the ability to gain ventilation with the majority having access to west or south.
	O 4.2.3 Single aspect apartments are designed to maximise and benefit from natural ventilation.	No single aspect apartments
4.3 **Size and layout of dwellings**	O 4.3.1 The internal size and layout of dwellings is functional with the ability to flexibly accommodate furniture settings and personal goods, appropriate to the expected household size.	• All primary living spaces meet the 4m minimum dimension. • The development meets the requirements for room areas for habitable rooms. • All living rooms are open plan and allow for a furniture layout where navigation around the furniture will not be obstructed. • 4/7 of the apartments include a linen cupboard which provides alternative areas for storage that means less furniture is required. • The 3 apartments that do not include linen cupboards include WIRs to master bedrooms. • The size and shape of the bedrooms are considered functional and the built in robes provide additional storage space for the room. • The development plans include indicative furniture layouts demonstrating functionality of all habitable spaces.
	O 4.3.2 Ceiling heights and room dimensions provide for well-proportioned spaces that facilitate good natural ventilation and daylight access.	All apartments have been designed with more floor area than the minimum requirement and ceiling heights are compliant which allows for natural ventilation and daylight access.
4.4 **Private open space and balconies**	O 4.4.1 Dwellings have good access to appropriately sized private open space that enhances residential amenity.	All private open spaces exceed suggested size requirements and are accessed directly from an open plan primary living space via a sliding door thereby enhancing residential amenity.
	O 4.4.2 Private open space is sited, oriented and designed to enhance liveability for residents.	• Courtyards are open to the sky, the rear apartment balconies include metal louvre pergolas to allow

Element	Element Objectives	Proposed
		sunlight access and the front apartments are open to the street which enhances liveability for residents. • Oblique glass balustrading is used to provide privacy to residents.
	O 4.4.3 Private open space and balconies are integrated into the overall architectural form and detail of the building.	• A1 & 5 (front apartments) balconies have been well integrated into the overall design by adding an articulate and attractive streetscape. • Despite A3, 4, 6 & 7 (rear apartments) have been designed more terrace like to deter away from a large bulky roof cover. • The design of each open space complements the overall appearance with shade structures and balustrading to match the design.
4.5 Circulation and common spaces	As discussed in the body of the report.	
4.6 Storage	O 4.6.1 Well-designed, functional and conveniently located storage is provided for each dwelling.	• All storage areas are located in convenient and safe locations that reasonably integrate into the main building. • Where storage is provided in the undercroft it is located adjacent to the relevant apartments car parking space and other storage rooms are next to the front door of the corresponding apartment.
4.7 Managing the impact of noise	O 4.7.1 The siting and layout of development minimises the impact of external noise sources and provides appropriate acoustic privacy to dwellings and on-site open space.	The applicant has provided an acoustic report which has been reviewed and approved by the City's Environmental Health Department which outlines ways the development mitigates external noise sources.
	O 4.7.2 Acoustic treatments are used to reduce sound transfer within and between dwellings and to reduce noise transmission from external noise sources.	The bin store location in relation to noise generation is considered appropriate given there is not expected to be excessive noise from residents emptying waste into the bins.
4.8 Dwelling mix	O 4.8.1 A range of dwelling types, sizes and configurations is provided that caters for diverse household types and changing community demographics.	The development is seven dwellings with different layouts to cater for diversity of housing.
4.9 Universal design	A 4.9.1 20% of dwellings achieve Silver Level requirements as defined in the *Liveable Housing Design Guidelines,* or 5% achieve Gold Level requirements	• The development includes a wide pedestrian access which leads to the foyer with a 0m threshold and no rise or fall from the street to enter the building. • A lift is in the foyer which leads to each floor and the egress routes outside the foyer are 1.5m wide. • Each apartment has a wide and flexibly designed living area which allows plenty of comfortable circulation space for wheelchairs.

Element	Element Objectives	Proposed
		• The rear apartments have been designed with bathroom/laundry combos where the shower screen could be removed in future and act as a disabled bathroom straight off the main passageway. The ensuites in these apartments were designed with the same intention of manoeuvrability should the shower screen be removed.
4.10 **Façade design**	O 4.10.1 Building façades incorporate proportions, materials and design elements that respect and reference the character of the local area.	• The front façade is articulate in nature consisting of angled, deep balconies, then bedrooms with a staggered timber feature design to tie in with the retained trees and character of the suburb. • There is a recycled brick border around the balconies to add more interest and to tie in with the brick retaining wall found at the front left hand corner. • Along the sides of the buildings includes, vertical timber boards, recycled brick and render to break up the length of the building. • The rear elevation has a mix of weatherboard cladding and terraces were incorporated instead of enclosed balconies to give the building a more modern look.
	O 4.10.2 Building façades express internal functions and provide visual interest when viewed from the public realm.	• The development includes two large balconies with large sliding doors into the primary living spaces that face the primary street. • The development also includes major openings to master suites which face the primary street.
4.11 **Roof design**	O 4.11.1 Roof forms are well integrated into the building design and respond positively to the street.	• The development includes a number of skillion roof structures with pitches ranging from 1-5 degrees. • There is a recycled brick border around the front balconies to add more interest and to tie in with the brick retaining wall at the front of the development. • The ‘nomad’ brown paint under the skillion ties in with the staggered timber slats to the bedrooms. • The rear apartments include two inward sloping skillion roofs and metal louvred pergolas have been included to help gain more light into these apartments but also to reduce visual bulk. • From the rear the development appears like adjoining townhouses instead of a large bulky apartment unit.

Element	Element Objectives	Proposed
	O 4.11.2 Where possible, roof spaces are utilised to add open space, amenity, solar energy generation or other benefits to the development.	The roof design does not lend itself to use for open space purposes but can accommodate solar energy infrastructure in the future as required.
4.12 Landscape design	O 4.12.1 Landscape design enhances streetscape and pedestrian amenity; improves the visual appeal and comfort of open space areas; and provides an attractive outlook for habitable rooms.	• The development proposes to retain six medium trees along the periphery of the development (northern & western side boundaries). • The development includes a number of raised planter boxes with depths ranging from 0.6m-1.2m which provide an attractive outlook from habitable rooms and private open spaces.
	O 4.12.2 Plant selection is appropriate to the orientation, exposure and site conditions and is suitable for the adjoining uses.	The majority of trees onsite are being retained (four removed, six retained) and a number of new trees are proposed in accordance with the City's HOALPP.
	O 4.12.3 Landscape design includes water efficient irrigation systems and, where appropriate, incorporates water harvesting or water re-use technologies.	The development incorporates the retention of existing trees that would not require additional irrigation.
	O 4.12.4 Landscape design is integrated with the design intent of the architecture including its built form, materiality, key functional areas and sustainability strategies.	• The development was built around the retained landscaping and planter boxes were included to improve amenity through the centre atrium and within private open spaces. • The use of natural materials to the building complements the greenery being retained on site.
4.13 Adaptive reuse	O 4.13.1 New additions to existing buildings are contemporary and complementary and do not detract from the character and scale of the existing building.	Not applicable
	O 4.13.2 Residential dwellings within an adapted building provide good amenity for residents, generally in accordance with the requirements of this policy.	Not applicable
4.14 Mixed use	O 4.14.1 Mixed use development enhances the streetscape and activates the street.	Not applicable
	O 4.14.2 A safe and secure living environment for residents is maintained through the design and management of the impacts of non-residential uses such as noise, light, odour, traffic and waste.	Not applicable
4.15 Energy efficiency	O 4.15.1 Reduce energy consumption and greenhouse gas emissions from the development.	Development is to incorporate: • Low energy technologies and/or • Natural and/or fan forced ventilation. Development is to incorporate water efficient technologies.

Element	Element Objectives	Proposed
		Development makes use recyclable materials: • Development makes use recyclable materials
4.16 Water management and conservation	O 4.16.1 Minimise potable water consumption throughout the development.	Development is to incorporate water efficient technologies.
	O 4.16.2 Stormwater runoff from small rainfall events is managed on-site, wherever practical.	Soak wells will retain all water on site without running onto the street.
	O 4.16.3 Reduce the risk of flooding so that the likely impacts of major rainfall events will be minimal.	The topography of the lot is to reduce the impacts of flooding.
4.17 Waste management	A 4.17.1 Waste storage facilities are provided in accordance with the Better Practice considerations of the WALGA Multiple Dwelling Waste Management Plan Guidelines (or local government requirements where applicable).	The applicant has provided a Waste Management Plan (WMP) which outlines that onsite waste management staff will present the bins to the front verge, adjacent to the kerb. Once collection has occurred, onsite waste management personnel/staff will return the bins to the store.
	A 4.17.2 A Level 1 Waste Management Plan (Design Phase) is provided in accordance with the WALGA Multiple Dwelling Waste Management Plan Guidelines - Appendix 4A (or equivalent local government requirements).	Provided as part of WMP.
	A 4.17.3 Sufficient area is provided to accommodate the required number of bins for the separate storage of green waste, recycling and general waste in accordance with the WALGA Multiple Dwelling Waste Management Plan Guidelines - Level 1 Waste Management Plan (Design Phase) (or local government requirements where applicable).	A 16.31m^2 bin store is provided.
	A 4.17.4 Communal waste storage is sited and designed to be screened from view from the street, open space and private dwellings.	Communal waste storage is provided and screened from the street.
4.18 Utilities	O 4.18.1 The site is serviced with power, water, gas (where available), wastewater, fire services and telecommunications/broadband services that are fit for purpose and meet current performance and access requirements of service providers.	As part of strata and in accordance with BCA.
	O 4.18.2 All utilities are located such that they are accessible for maintenance and do not restrict	Utilities are located where they can be accessed without obstruction pedestrians or vehicles.

Element	Element Objectives	Proposed
	safe movement of vehicles or pedestrians.	
	O 4.18.3 Utilities, such as distribution boxes, power and water meters are integrated into design of buildings and landscape so that they are not visually obtrusive from the street or open space within the development.	Utilities such as gas & electric boxes are not shown on the plans therefore a condition will be provided to ensure they integrate with the design of the building where possible or located so they are not visually obtrusive.
	O 4.18.4 Utilities within individual dwellings are of a functional size and layout and located to minimise noise or air quality impacts on habitable rooms and balconies.	Utilities located away from the apartments and Major Openings.

Please note that the acceptable outcomes stated above is a summary only and when considering compliance with these requirements, please refer to the full requirement as detailed in *State Planning Policy 7.3 Residential Design Codes Volume 2 – Apartments.*

Reconciliation Action Plan Community Reference Group (RAPCRG)

Terms of Reference

1. Name

The name of the Reference Group shall be the Reconciliation Action Plan Community Reference Group (RAPCRG).

2. Purpose

The role of the RAPCRG shall be to:

- Guide the development of the City's Reconciliation Action Plan (RAP); and
- Scope and reflect on how the City of Joondalup can contribute to reconciliation in a way that is meaningful, mutually beneficial, and sustainable.

The objectives of the RAP will be to:

- Explore options for the Joondalup community to advance reconciliation;
- Improve relationships with Aboriginal and Torres Strait Islander people and relevant stakeholders;
- Foster an understanding of Aboriginal and Torres Strait Islander cultures, rights, and experiences;
- Enable opportunities that are culturally appropriate, partnership-centred and encourage Aboriginal and Torres Strait Islander people to participate equally.

Members of the RAPCRG are required to:

- Show willingness to contribute positively at meetings;
- Champion reconciliation efforts;
- Liaise with extended networks and community groups to facilitate information sharing;
- Encourage participation from the community and provide feedback to the RAPCRG;
- Comply with the City's Code of Conduct and;
- Commit to the RAPCRG for the required term.

The RAPCRG exists solely to inform the development of the City's RAP and reconciliation efforts. The RAPCRG and its individual members do not have any delegated powers, the ability to expend City funds, the authority to represent the City of Joondalup, direct City staff or implement any action without the approval of the City.

3. Membership Composition

Membership of the RAPCRG will comprise up to 15 members representatives made up of the following:

3.1 Presiding Member

Once membership of the RAPCRG has been confirmed, should a Presiding Member not be in place, the Mayor will be the Presiding Member for the first meeting, with the first agenda item to be considered the election of an ongoing Presiding Member.

The Mayor of the City of Joondalup will serve as the Deputy Presiding Member of the RAPCRG.

The Presiding Member will be responsible for ensuring the RAPCRG operates efficiently, effectively, and according to the Terms of Reference. The Presiding Member will act to enable all members to have equal opportunity to contribute. In the absence of the Presiding Member , the Deputy Presiding Member will conduct the meeting. In the absence of both the Presiding Member and Deputy Presiding Member, those RAPCRG members present will have the authority to appoint one of their members to act as a temporary Presiding Member.

3.2 Elected Members
In addition to the Mayor, up to two other Elected Members will be nominated by Council as members of the RAPCRG.

3.3 Community Members
Expressions of Interest (EOI) may be called where necessary seeking nominations for the RAPCRG from the community and stakeholders. Council will approve up to eight community members. Selection will be based on the information contained on the completed nomination forms and external advice.

Community members who identify as Aboriginal or Torres Strait Islander are encouraged to apply, as are.

all other community members who are interested in reconciliation

3.4 Organisational Representatives
To achieve wide-ranging community participation, up to four places are available for nominated representatives from Aboriginal and Torres Strait Islander community groups, special interest organisations or businesses that operate within or have a connection to the City of Joondalup.

Selection will be based on the information contained on the completed nomination forms, external advice or invitation by the City and approved by Council.

3.5 City Officers
City officers will attend all meetings to provide administrative support and guidance, however, are not voting members of the RAPCRG.

3.6 Consultant
A consultant may be appointed to help guide (but not influence) the development of the Reconciliation Action Plan. The consultant, or consulting team, is not a member of the RAPCRG.

3.7 Experts
Suitably qualified experts who can provide advice / information will be invited to attend RAPCRG meetings at the discretion of the City, in consultation with the Presiding Member and Deputy Presiding Member.

3.8 Term of Membership
The term of the membership of the RAPCRG will be until the October 2023 Local Government Elections.

3.9 Voluntary
Membership on the RAPCRG is voluntary and remuneration is not available from the City. All RAPCRG members will be expected to contribute their time both in meetings and out to further the City's reconciliation process and efforts.

4. Meeting Details

4.1 Meeting Frequency
Meetings of the RAPCRG will be held approximately every two months for up to 1.5 hours (or as required). Other forms of communication will be considered outside of scheduled meeting times. Meeting timing and regularity will be determined by the City in consultation with the RAPCRG as required.

4.2 Meeting Format
The Presiding Member will preside at all RAPCRG meetings and be responsible for the proper conduct of the meetings.

Members will be invited to contribute items for inclusion on the agenda at the discretion of the City in consultation with the Presiding and Deputy Presiding Member.

The City of Joondalup will be responsible for circulating the agenda prior to the meeting.

All meetings shall follow the items listed on the agenda and the City will make minutes available following the meeting.

4.3 Quorum
The RAPCRG is not a decision-making body and a strict quorum does not apply. A combined minimum of four community and/or organisational members is the anticipated minimum for continuing with a meeting.

5. Insurances

The City shall arrange all insurances that affect the RAPCRG in discharging the normal course of its involvement and for any associated public liability.

6. Tenure of Appointment

If a member fails to attend three consecutive meetings their membership may be automatically terminated unless a leave of absence has been granted.

Schedule of Items

Item	Description	Branding	Unit of Measure
1	Ordinary Plastic Dog Waste Bag (roll of 500)	With City of Joondalup Logo	Roll
2	Ordinary Plastic Dog Waste Bag (roll of 500)	Without City of Joondalup Logo	Roll
3	Ordinary Plastic Dog Waste Bag (roll of 600)	With City of Joondalup Logo	Roll
4	Ordinary Plastic Dog Waste Bag (roll of 600)	Without City of Joondalup Logo	Roll
5	Compostable Dog Waste Bag (roll of 300)	With City of Joondalup Logo	Roll
6	Compostable Dog Waste Bag (roll of 300)	Without City of Joondalup Logo	Roll
7	Compostable Dog Waste Bag (roll of 350)	With City of Joondalup Logo	Roll
8	Compostable Dog Waste Bag (roll of 350)	Without City of Joondalup Logo	Roll
9	Compostable Dog Waste Bag (roll of 400)	With City of Joondalup Logo	Roll
10	Compostable Dog Waste Bag (roll of 400)	Without City of Joondalup Logo	Roll
11	Compostable Dog Waste Bag (roll of 500)	With City of Joondalup Logo	Roll
12	Compostable Dog Waste Bag (roll of 500)	Without City of Joondalup Logo	Roll
13	Compostable Dog Waste Bag (roll of 600)	With City of Joondalup Logo	Roll
14	Compostable Dog Waste Bag (roll of 600)	Without City of Joondalup Logo	Roll
15	LDPE plastic roadside bags (flat pack of 250 bags)	Without City of Joondalup Logo	Roll
16	Bio Degradable / Alternative plastic roadside bags - 60% biobased / 40 % recycled	Without City of Joondalup Logo	Roll
17	Bio Degradable / Alternative plastic Dog waste bags - 60% biobased / 40 % recycled	With City of Joondalup Logo	Roll
18	Bio Degradable / Alternative plastic Dog waste bags - 60% biobased / 40 % recycled	Without City of Joondalup Logo	Roll
19	Bio Degradable / Alternative plastic Dog waste bags - 60% biobased / 40 % recycled	With City of Joondalup Logo	Roll
20	Bio Degradable / Alternative plastic Dog waste bags - 60% biobased / 40 % recycled	Without City of Joondalup Logo	Roll
21	Oxo - Degradable Dog Waste Bag (roll of 500)	With City of Joondalup Logo	Roll
22	Oxo - Degradable Dog Waste Bag (roll of 500)	Without City of Joondalup Logo	Roll

SUMMARY OF SUBMISSIONS

Tenderer & Description of Response	Is it Compliant? Yes or No	Comment Against Criteria				Evaluation Score	Estimated Contract Price	Rank
		Capacity	Demonstrated Experience Providing Similar Services	Demonstrated Understanding of the Required Tasks	Social and economic effects on the local community			
Woodlands Distributors Pty Ltd All requirements have been met.	Yes	It is a family-owned business operating for 8 years with 3 full time employees. Demonstrated its own risk management, quality assurance and safety management policies. Sole Director since 2016 with 2 full time accounts, sales, administrative support staff. Subcontracts manufacturing and imports agent along with warehousing and storage. Subcontractors 297m² warehouse based in Carlisle. Orders staggered to ensure 2 months stock stored at warehouse. Partners with Animal Management Services (AMS)Pty Ltd based in SA. AMS has operated over 20 years specialising in manufacturing eco-friendly dog waste bags; dispensers; signage and veterinary washroom / hygiene products.	Demonstrated experience providing similar services for a number of LGs including the City of Melville from 2014 to present supply and deliver 3.2m dog waste bags per year and 480 dispensers. Delivers 225,000 monthly. City of Cockburn from 2016 to present, supply and deliver 2.8m dog waste bags per year and 200 dispensers. Initially 160,000 per month has increased to 180,000 bags per month. City of Stirling from 2015 to present, supply and deliver 4.2m bags and 400 dispensers of oxo-degradable bags. It has an existing association with Western Australian Disability Enterprise for dispenser replenishment.	It demonstrated a thorough understanding of the requirements. A detailed process was provided from artwork approval to initial order with 12 months estimated quantities form the City. AMS manufacture and ship to Fremantle in container with standard orders produced within 4 weeks. Could only supply rolls of 400 bags not 500 compostable as existing in green (no red in compostable provided) Storage & Transportation Stored in cool dry conditions palletised. 10-month shelf life stored under correct conditions. AMS to deliver container to Woodland's subcontract warehouse.	It is located in Currambine. Employees and sub- contractors reside in Connolly and Currambine.	74.8%	$806,182	1

Tenderer & Description of Response	Is it Compliant? Yes or No	Comment Against Criteria				Evaluation Score	Estimated Contract Price	Rank
		Capacity	Demonstrated Experience Providing Similar Services	Demonstrated Understanding of the Required Tasks	Social and economic effects on the local community			
Vexel Pty Ltd All requirements have been met.	Yes	Vexel employs 26 full time employees. Its head office is in Brisbane and operates three warehouses (6,000-8,000m^2 capacity each) with a fourth opening in Perth in May 2023. It stated the qualifications, length of service and experience listed for management and key personnel. It operates a joint venture with Respack creating Respack Manufacturing, located in Malaysia. The facility has an output capacity of 2500 tonnes of polythene films and bags. In 2020 established Earth2Earth a collaboration company between Respack and Thorn Environmental Ltd (based in Ireland) to produce eco-friendly refuse sacks, bin liners and packaging films. Products meet Australian standards AS5810 and AS473 For Biodegradable plastics. Product data sheets, samples and photos of products were sighted.	Vexel demonstrated substantial experience providing similar services citing three major contracts, including: City of Wanneroo awarded 2023 for dog waste bags. Nu-Pure Beverages 2012- to date $6m p.a. for collation shrink film. Cordina Farms 2019 to date $1.2m p.a. for PE processing bags and films Mauri 2012 to date - $200k p.a. for pallet packaging consumable including films and bags. Three references provided for above companies.	It demonstrated a complete understanding of the requirements Production of the film for the dog waste bags utilises a co – extrusion process with strict material specifications of no starch and no fillers. Bags are heat resistant to 75°C, water resistance and puncture resistance at lower thicknesses. 12-month shelf life when stored correctly. Orders are processed through a central sales email within the same day. It can provide rolls of 500 to fit the regular dispenser. It will hold 3-4 months stock within Australia 8 weeks lead times for re- supply. Vexel has over 1,000 shipping containers available. Will hold one month's supply at Perth warehouse. Re-orders occur quarterly rolling of 3-4 months.	Vexel did not achieve any local responses but takes a global view to their social and economic effect on communities.	69.4%	$454,156	2

Tenderer & Description of Response	Is it Compliant? Yes or No	Comment Against Criteria				Evaluation Score	Estimated Contract Price	Rank
		Capacity	Demonstrated Experience Providing Similar Services	Demonstrated Understanding of the Required Tasks	Social and economic effects on the local community			
Winc Australia Pty Ltd Not all requirements have been met. Use a panel of suppliers and other services for the production of the dog waste bags. They supplied no details of the manufacturers of the products.	Partial	Winc Australia Pty Ltd has been in operation for over 50 years and has 1,329 employees. It has 18 stockholding locations across Australia including 8 major distribution centres. The Contract would be managed at the WA Distribution Centre at Perth Airport. It provided certificates for its Quality Management System showing it is certified to AS/NZ ISO 9001:2015; ISO 14001:2015 and ISO 45001:2018. An organisation chart was presented for key personnel. The company has 30+ print and marketing team members available Nationwide. Details of the Customer Experience Team opening hours are 8am to 8pm AEST. Warehouse 16,267m² situated in Kewdale store up to 3 months of City's required stock. Ships average 4,000+ cartons daily.	The company demonstrated good experience in providing similar supplies stationery and promotional merchandise but did not provide any experience specific to dog waste products. Water Corporation (WA) – 2015 to present – Supply and delivery of printed forms, books, tags and labels, promotional merchandise, West Australia Police Force – 2017 to present – Supply and delivery of print products, promotional merchandise, office consumables and safety products. West Australian Electoral Commission – 2017 to present - Manufacture and supply of various custom designed printed stationery with added requirements for security and confidentiality.	It demonstrated a fair understanding of the requirements having provided a detailed process for order picking and delivering stationery, however it did not demonstrate sufficient understanding of current state legislation for dog waste products. It partners with a panel of more than 400 vendors but no details of panel members given. It operates resource planning software SAP and warehouse management system programs. Lead times for customised bags are 12 weeks from date of order. Complies with standards AS5810 and ISO 17088:2021. Initial order will have sufficient stock for 3 to 6 months of the City's expected use. Winc will guarantee compostable bags for only 9-12 months storage from date of manufacture and only 6 months from delivery from the warehouse.	Its head office is located in Mascot, Sydney. It employs subcontractors (not listed) from their panel located within the City's boundaries. Winc employ 4 staff who reside within the City. Impact Services supported by Winc have offices listed in Central Walk Joondalup.	60.3%	$803,966	3

Tenderer & Description of Response	Is it Compliant? Yes or No	Comment Against Criteria				Evaluation Score	Estimated Contract Price	Rank
		Capacity	Demonstrated Experience Providing Similar Services	Demonstrated Understanding of the Required Tasks	Social and economic effects on the local community			
Cardia Bioplastics (Australia) Pty Ltd Not all requirements have been met. Did not supply rates for roadside bags.	Partial	The company is part of Secos group. It has been in operation for 10 years with 120 employees located at manufacturing plant in Nanjing, China. Products comply with AS5810, ISO17088:2021 international standard covered by AS5810. It has capacity for production of 400m waste management bags per annum. Plant certified ISO14001:2015 and ISO9001:2016 Public liability certificates sighted. An organisation chart was presented for the Management Team. The National Sales manager located in Victoria. Local stock to be held at Logwin Air and Ocean Australia Pty Ltd, Kewdale WA.	It demonstrated reasonable experience providing similar services for compostable items but not all items in the City's contract. Clients include: Suez Environmental - Oct 2008 to 2035 – $480,000 p.a. – Supplies 8 million certified compostable dog waste bags annually. Penrith City Council – 2017 to Dec 2020 with extensions to 2023 - $4.5m – Quarterly supply plus household delivery/distribution 18m compostable singlet/T-shirt style kitchen tidy bags and 1m compostable dog waste bags annually. City of Melville – July 2020 to 2025 - $610,000 p.a. – Annual supply of 11m compostable kitchen tidy liners – in pack of 75 - for distribution, provision of storage of supply excess in local storage facility for bi-monthly delivery. Three references for the above were provided.	It demonstrated an acceptable understanding of the requirements providing a methodology and detailed specifications for compostable dog waste bags only. Products are certified to comply with Australian Standard AS 4736-2006, and AS5810:2010. Quantity per rolls can be 300, 400 or 500 to suit the existing dispenser. Cardia could not provide the roadside bags. It has a 3-month lead time from initial purchase order to produce the dog bags. It recommends storage, handling, and transportation of its compostable products to be handled in dry cool temperatures below 25°C. Recommending refrigerated transportation and storage for temperatures over 30°C. Product is generally expected to have a shelf life of at least 12 months if stored correctly.	The main office is located in Mt Waverley, Victoria. The company did not address this criterion.	58.3%	$691,499	4

SIGNING AND COMMON SEAL REGISTER

DATE	ITEM #	TYPE OF DOCUMENT	DIRECTORATE	PROPERTY	DESCRIPTION	FILE REFERENCE	SIGNED CM REFERENCE
26/04/2023	0009	Restrictive Covenant - Lot 316 (1) McKirdy Way, Marmion	Planning Services	Lot 316 (1) McKirdy Way, Marmion	In accordance with condition 3 of subdivision approval SU702-20 a Restrictive Covenant is to be placed on the title for Lot 2 alerting current and future landowners that the lot is not to be developed for any purpose other than for a single bedroom dwelling. This request satisfies that condition of approval.	10316	INT23/19432, INT23/21647
10/05/2023	0010	Deed of Extension between City of Joondalup and Rise Network Inc.	Infrastructure Services	Lot 3 (12) Dorchester Avenue, Warwick	To execute a deed of extension between the City of Joondalup and Rise Network Inc. for a portion of Warwick Community Centre located at 12 Dorchester Avenue, Warwick.	09312	
18/05/2023	0011	Consent to Application to Extinguish Easement	Planning Services	Lot 803 (15) Burlos Court, Joondalup	NOTE: This request has been dealt with previously however, when the applicant submitted the documents to Landgate there was an issue with the information that was provided. The documents included are the correct ones that need to be signed for Landgate to accept. The Application is required to extinguish the Easement depicted with the number '33b1' and 33b2' on Deposited Plan 404136 (created on Deposited Plan 76105) for sewerage purposes which benefits the Water Corporation. Although a Water Corporation easement, the City is required to provide consent to the extinguishment of the easement as the City have a registered interest in the title being the Caveator of Caveat O515447 and Covenantee under Restricted Covenant O515446. The City entered into a contract of sale with Berman Property (registered proprietor of land) on 28 July 2020. This contract included conditions that the land was to be developed in accordance with the R-Codes, for the purpose of aged or dependents persons' dwellings only, and subdivision would need to be in accordance with the terms of the contract. The Caveat ensures the City can protect its interests in the land relative to the contract of sale, and the restrictive covenant ensures the land will only be used for this purpose. The Caveat and Restricted Covenant listed are not proposed to be removed from the title as part of this application. It is noted however that the Caveat could be removed permanently in the future as City Projects have advised that the relevant conditions (relating to the sale of the land) have now been met (see EMI23/513).	104930	
22/05/2023	0012	Section 70A Notification	Planning Services	Lot 509 (136) Cook Avenue, Hillarys	Development approval was granted on 21 May 2012 for an 'Ancillary Accommodation' (DA12/0330) at Lot 509 (136) Cook Avenue, Hillarys which at the time restricted occupancy of the ancillary accommodation to members of the same family as the occupiers of the main dwelling. Under the revised Residential Design Codes of Western Australia, gazetted on 2 August 2013, modifications have been made to the provisions for 'Ancillary Accommodation' development. These changes include the name of the land use being changed to "Ancillary Dwelling", and there are no longer provisions restricting the occupants of ancillary dwellings to being members of the same family as the occupiers of the main dwelling. This request is to remove the Section 70A Notification placed on the title as the restriction no longer applies.	14018	

ATTACHMENT 1

TAMALA PARK
REGIONAL COUNCIL
Building a sustainable community

Ordinary Meeting of Council

Thursday, 20 April 2023

MINUTES

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Alaine Haddon-Casey	
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale Cr Bianca Sandri Cr Karlo Perkov	Cr David Lagan
Town of Victoria Park	Cr Bronwyn Ife	Cr Claire Anderson
City of Vincent	Cr Ashley Wallace	Cr Jonathan Hallett
City of Wanneroo	Cr Brett Treby Cr Glynis Parker	Cr Linda Aitken Cr Vinh Nguyen

PRESENT

Chair	Cr Bianca Sandri
Deputy Chair	Cr Suzanne Migdale
Councillors	Cr John Chester Cr Brent Fleeton Cr Alaine Haddon-Casey (*arrived 6:04pm)* Cr Bronwyn Ife Cr Nige Jones Cr Tony Krsticevic Cr Glynis Parker Cr Karlo Perkov *(left 6:44pm)* Cr Brett Treby Cr Ashley Wallace *(left 6:46pm)*
Alternate Members	Nil
Staff	Mr Chris Adams (Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Ms Vickie Wesolowski (Office Manager/Executive Assistant) Mr Daniel Govus (Senior Governance Officer – City of Stirling)
Apologies Councillors	Nil
Leave of Absence	Nil
Absent	Nil
Consultants	Mr Alex Maguire (Satterley Property Group) Mr Drew Tomkins (Satterley Property Group) Mr Alan Abel (Satterley Property Group)
Apologies Participant Councils' Advisers	Mr Stuart Jardine (City of Stirling) Mr Mat Humfrey (City of Joondalup) Mr David MacLennan (City of Vincent) Mr Daniel Simms (City of Wanneroo) Ms Michelle Reynolds (City of Perth) Mr Anthony Vuleta (Town of Victoria Park)
In Attendance Participant Councils' Advisers	Mr Stevan Rodic (City of Stirling) Mr Kelton Hincks (Town of Cambridge)
Members of the Public	Nil
Press	Nil

DISCLOSURE OF INTERESTS

Cr John Chester declared an impartial interest in Item 14.3 as two directors of Natural Area Holdings Pty Ltd are known to him.

The CEO declared a financial interest in Item 14.5 as the Item related to his contract as CEO.

1. APOLOGIES AND LEAVE OF ABSENCE

Nil

2. OFFICIAL OPENING

The Chair declared the meeting open at 6:01pm.

3. PUBLIC STATEMENT/QUESTION TIME

Nil

4. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil

5. PETITIONS

Nil

6. CONFIRMATION OF MINUTES

6.1. CONFIRMATION OF MINUTES

Moved Cr Parker, Seconded Cr Perkov.

That the Council CONFIRMS and the Chair signs the minutes from the Ordinary Meeting of Council held 16 February 2023 and the Special Meeting of Council held on 17 March 2023 as true and accurate records of proceedings.

The Motion was put and declared CARRIED (11/0).

7. BUSINESS ARISING FROM MINUTES

Nil

8. ADMINISTRATION REPORTS AS PRESENTED

Cr Haddon-Casey joined the meeting at 6:04pm.

8.1. BUSINESS REPORT – MONTH ENDING 31 MARCH 2023

Moved Cr Migdale, Seconded Cr Treby.

That the Council RECEIVES the Business Report for the month ending 31 March 2023.

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.2. PROJECT FINANCIAL REPORT - FEBRUARY 2023

Moved Cr Ife, Seconded Cr Jones.

That the Council RECEIVES the Project Financial Report (February 2023) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (12/0).

8.3. STATEMENT OF FINANCIAL ACTIVITY - FEBRUARY 2023

Moved Cr Migdale, Seconded Cr Treby.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 28 February 2023.

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.4. LIST OF MONTHLY ACCOUNTS SUBMITTED - FEBRUARY 2023

Moved Cr Migdale, Seconded Cr Treby.

That the Council:

1. **RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for February 2023 - $2,415,772.68.**

2. **APPROVES the CEO Credit Card Statement for February 2023.**

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.5. STATEMENT OF FINANCIAL ACTIVITY - MARCH 2023

Moved Cr Migdale, Seconded Cr Treby.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 March 2023.

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.6. LIST OF MONTHLY ACCOUNTS SUBMITTED - MARCH 2023

Moved Cr Migdale, Seconded Cr Treby.

That the Council:

1. **RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for March 2023 - $1,074,253.90.**

2. **APPROVES the CEO Credit Card Statement for March 2023.**

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.7. SALES AND SETTLEMENT REPORT – MONTH ENDING 31 MARCH 2023

Moved Cr Migdale, Seconded Cr Treby.

That the Council RECEIVES the Sales and Settlement Report for the month ending 31 March 2023.

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.8. CATALINA GREEN ENTRY STATEMENTS - WIND TREES

Moved Cr Ife, Seconded Cr Krsticevic.

That the Council SUPPORTS the:

1. **Proposed installation of two Wind Trees within the Catalina Green entry statements.**

2. **Use of the sole supplier provisions of the *Local Government (Functions and General) Regulations 1996 11(2)(f)*.**

The Motion was put and declared (12/0).

8.9. 2023/24 DRAFT BUDGET ASSUMPTIONS

Moved Cr Migdale, Seconded Cr Treby.

That Council SUPPORTS utilising the budget assumptions as listed in the Details/Discussion section of this report as the basis of preparation of the TPRC 2023/24 Budget.

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.10. CATALINA CENTRAL: FUTURE SOUTHWARDS DEVELOPMENT

Moved Cr Chester, Seconded Cr Migdale.

That the Council:

1. **NOTE the planning and environmental challenges associated with the proposed development of the southern area of the Catalina Green Estate.**

2. **REQUEST that the CEO and Chair of TPRC hold regular discussions with the Mindarie Regional Council (MRC) CEO and Chair regarding:**
   a. **Future plans for their respective projects;**
   b. **Current odour, noise, landfill gas, groundwater and dust monitoring programs and findings; and**
   c. **Current and future remediation programs that are scheduled in and around the MRC site;**

   and report back to the TPRC Council periodically on these matters.

3. **As a component of the 2023/2024 Budget process, ADJUSTS the development and sales timeframe for Catalina Central to reflect potential development of the southern area of Catalina Green commencing in FYE 2030 as opposed to current plans which show development and sales commencing earlier.**

The Motion was put and declared CARRIED (12/0).

8.11. REVIEW OF OCCUPATIONAL HEALTH AND SAFETY POLICY

Moved Cr Migdale, Seconded Cr Treby.

That the Council ADOPTS the Work Health and Safety Policy.

The Motion was put and declared CARRIED (12/0) by exception resolution.

8.12. COUNCIL MEETING DATE - JUNE 2023

Moved Cr Jones, Seconded Cr Haddon-Casey.

That the Council APPROVE that the June 2023 Ordinary Council meeting be held on 22 June 2023 at the City of Stirling at 6:00pm and that the meeting date be advertised as required by the *Local Government Act 1995*.

The Motion was put and declared CARRIED (12/0).

8.13. REPEAL OF TPRC POLICIES

Moved Cr Migdale, Seconded Cr Treby.

That the Council REPEALS the following Policies:

1. **Charity Home Sponsorship Policy**
2. **Petty Cash Policy**
3. **Financial Management - Significant Accounting Policies**

The Motion was put and declared CARRIED (12/0) by exception resolution.

9. COMMITTEE REPORTS

MANAGEMENT COMMITTEE (16 MARCH 2023)

9.1. STRATEGIC LAND DEVELOPMENT: OPTIONS ANALYSIS

Moved Cr Migdale, Seconded Cr Chester.

That the Council:

1. **NOTE the options that have been reviewed for potential Special Site development by the TPRC.**

2. **ADOPT the following Special Site development options being actively explored/pursued in the short term:**

   a. **Green Display Village**
   b. **Beach Commercial Site**
   c. **Beach Group Housing South**
   d. **Green 7.5M Lots**

3. **That a status report of the special site development options be PRESENTED to Council within six months.**

The Motion was put and declared CARRIED (12/0).

9.2. CATALINA SALES INCENTIVES - EXTENSION OF REDEMPTION VALIDITY PERIOD

Moved Cr Haddon-Casey, Seconded Cr Jones.

That the Council AUTHORISES the Chief Executive Officer to approve a further extension of up to six months (for a total extension of up to 12 months) to the eligibility period for the redemption of sales incentive packages on Catalina lots that:

1. **Settled between 1 October 2020 and 31 August 2021; and**
2. **Have been the subject of delayed completion of home construction due to high levels of demand on home builders.**

The Motion was put and declared CARRIED (12/0).

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

13. GENERAL BUSINESS

Nil

14. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Migdale, Seconded Cr Krsticevic.

That:

1. **Item 14.1 – CONTRACT VARIATION – CIVIL CONSTRUCTION TERM CONTRACT – RETAINING WALL COSTS be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and
   e) A matter that if disclosed would reveal –
   ii) information that has commercial value to a person; or
   iii) information about the business, professional, commercial or financial affairs of a person.
   Where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).

2. **Item 14.2 – CATALINA CENTRAL LOCAL CENTRE SITE (LOT 800 AVIATOR BOULEVARD) – DEVELOPMENT UPDATE be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   (c) a contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and
   (e) a matter that if disclosed would reveal –
   ii) information that has a commercial value to a person; or
   iii) information about the business, professional, commercial or financial affairs of a person.
   Where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).

3. **Item 14.3 – OFFSET VEGETATION AND MAINTENANCE TENDER 01/2023 be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   (c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and
   (e) A matter that if disclosed would reveal –
   ii) information that has commercial value to a person; or
   iii) information about the business, professional, commercial or financial affairs of a person.
   Where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).

4. **Item 14.4 – DEVELOPMENT MANAGEMENT AGREEMENT – KEY PEOPLE be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

(c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and
(e) A matter that if disclosed would reveal –
ii) information that has commercial value to a person; or
iii) information about the business, professional, commercial or financial affairs of a person.
Where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).

5. Item 14.5 – TPRC CEO SECONDARY EMPLOYMENT be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

(c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and
(e) A matter that if disclosed would reveal –
ii) information that has commercial value to a person; or
iii) information about the business, professional, commercial or financial affairs of a person.
Where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).

The Motion was put and declared CARRIED (12/0).

At 6:33pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 14.1.

14.1. CONFIDENTIAL: CONTRACT VARIATION - CIVIL CONSTRUCTION TERM CONTRACT - RETAINING WALL COSTS

Moved Cr Migdale, Seconded Cr Ife.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act1995*.**

The Motion was put and declared CARRIED (12/0).

14.2. CONFIDENTIAL: CATALINA CENTRAL LOCAL CENTRE SITE (LOT 800 AVIATOR BOULEVARD) - DEVELOPMENT UPDATE

Moved Cr Chester, Seconded Cr Migdale.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995.***

The Motion was put and declared CARRIED (12/0).

14.3. CONFIDENTIAL: OFFSET REVEGETATION AND MAINTENANCE TENDER 01/2023

Moved Cr Chester, Seconded Cr Treby.

That the Council:

1. **PROCEEDS with the amended confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995.***

The Motion was put and declared CARRIED (12/0).

Representatives from Satterley Property Group left the meeting.

14.4. CONFIDENTIAL: DEVELOPMENT MANAGEMENT AGREEMENT - KEY PEOPLE

Moved Cr Treby, Seconded Cr Parker.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995.***

The Motion was put and declared CARRIED (12/0).

14.5. CONFIDENTIAL: CONSIDERATION OF SECONDARY EMPLOYMENT FOR TPRC CEO – LATE ITEM

The CEO, Mr Chris Adams, left the room prior to consideration of the item at 6:40pm.

Councillor Karlo Perkov left the meeting at 6:44pm during consideration of Item 14.5.

Councillor Ashley Wallace left the meeting at 6:46pm during consideration of Item 14.5.

Moved Cr Fleeton, Seconded Cr Migdale.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995.***

The Motion was put and declared CARRIED (10/0).

The CEO returned to the room at 7:04pm.

Moved Cr Migdale, Seconded Cr Treby.

That the meeting be REOPENED to the public.

The Motion was put and declared CARRIED (10/0).

At 7:05pm the meeting was reopened to the public.

15. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 7:05pm.

ATTACHMENT 2

MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

27 APRIL 2023

CITY OF WANNEROO

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

CONTENTS

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS 3
2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE 3
3 DECLARATION OF INTERESTS 4
4 PUBLIC QUESTION TIME 6
5 ANNOUNCEMENT BY THE PRESIDING PERSON 6
6 APPLICATION FOR LEAVE OF ABSENCE 6
7 PETITIONS/DEPUTATIONS/PRESENTATIONS 6
8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 6
8.1 ORDINARY COUNCIL MEETING – 23 FEBRUARY 2023 6
9 CHIEF EXECUTIVE OFFICER REPORTS 7
9.1 FINANCIAL STATEMENTS FOR THE MONTH ENDED 7
28 FEBRUARY 2023 AND 31 MARCH 2023 7
9.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 10
28 FEBRUARY 2023 AND 31 MARCH 2023 10
9.3 DRAFT MRC STRATEGIC COMMUNITY PLAN 2023 - 2032 12
10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 75 16
11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 16
12 URGENT BUSINESS 16
13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN 16
14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 18
14.1 GENERAL INSURANCE RENEWAL 2023/24 18
14.2 ENGAGEMENT OF CONSULTANT TO ASSIST IN THE ANNUAL REVIEW OF THE CEO'S PERFORMANCE 19
15 NEXT MEETING 20
16 CLOSURE 20

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.30 pm

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillor Attendance

Cr K Vernon (Chair)	Town of Victoria Park
Cr A Jacob (Deputy Chair)	City of Joondalup
Cr C May	City of Joondalup
Cr L Gobbert, JP	City of Perth
Cr C Hatton *arrived at 6.34*	City of Stirling
Cr E Re *arrived at 6.34*	City of Stirling
Cr Lisa Thornton	City of Stirling
Cr A Castle	City of Vincent
Cr F Cvitan, JP	City of Wanneroo
Cr P Miles	City of Wanneroo

MRC Officers

Mr S Cairns (Chief Executive Officer)
Ms A Arapovic (Finance Manager)
Mr A Griffiths (Project and Procurement Manager)
Mr M Hattingh (Operations Manager)
Ms S Cherico (Human Resources Officer)
Ms D Toward (Executive Support)

Apologies

Cr J Ferrante	City of Stirling
Cr K Shannon	Town of Cambridge

Approved leave of absence

Nil

Member Council Observers

Mr N Claassen	City of Joondalup
Mr M Pennington	City of Joondalup
Mr G Taylor	City of Perth
Mr A Murphy	City of Stirling
Mr P Varris	City of Vincent
Mr H Singh	City of Wanneroo
Mr A Kowero	City of Wanneroo
Mr J Wong	Town of Victoria Park

Visitors

Nil

3 DECLARATION OF INTERESTS

Name /Position	Councillor Karen Vernon
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	Each of the consultants who submitted a proposal for services, including the recommended consultant, are known to me through their provision of similar professional services to the Town of Victorial Park or MRC.

Name /Position	Councillor Chris Hatton
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	Impartiality – The City of Stirling has engaged with Learning Horizons, and myself.

Name /Position	Councillor Albert Jacob
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	Learning Horizons also provide this service to CoJ and (Helen) is known to me.

Name /Position	Councillor Alex Castle
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	Have dealt with one of the proponents at the City of Vincent

Name /Position	Councillor Lisa Thornton
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	Impartial interest as one the proponents is known to me through the CEO process at the City of Stirling

Name /Position	Councillor Elizabeth Re
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	Impartial interest as one of the proponents was a proponent for the City of Stirling CEO

Name /Position	Cr Frank Cvitan
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	One of proponents is known to me and has done work for the City of Wanneroo i.e. Learning Horizons

Name /Position	Cr Paul Miles
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	Proponent does work for the City of Wanneroo – Learning Horizons

Name /Position	Councillor Liam Gobbert
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Interest that may affect impartiality
Extent of Interest	A consultant has previously made a bid for similar services at the City of Perth

Name /Position	Scott Cairns Chief Executive Officer
Item No./Subject	14.2 Engagement of Consultant to assist in the Annual Review of the CEO's Performance
Nature of Interest	Financial Interest and Interest that may affect impartiality
Extent of Interest	Scott Cairns is the Chief Executive Officer

4 PUBLIC QUESTION TIME

Public question time opened at 6.36 pm
There were no members of the public present.
Public question time closed at 6.36 pm

5 ANNOUNCEMENT BY THE PRESIDING PERSON

The Chair received a letter from the Hon Reece Whitby MLA, Minister for Environment; Climate Action; Racing and Gaming in March 2023 relating to the proposed upgrade of the RRF.
As a result of the MRC's advocacy on this project, the Minister has confirmed the State Government's support and co-funding for the project. The Chair acknowledged that this is a significant milestone, and thanked the CEO and the MRC team for their work getting to this stage.

6 APPLICATION FOR LEAVE OF ABSENCE

Cr Albert Jacob requested Leave of Absence from Council duties covering the period 02 July 2023 to 28 July 2023.

Moved Cr Vernon, Seconded Cr May
That Council approves the request for Leave of Absence from Council duties for Cr Jacob covering the period 02 July 2023 to 28 July 2023.

(CARRIED UNANIMOUSLY 10/0)

7 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 ORDINARY COUNCIL MEETING – 23 FEBRUARY 2023

The Minutes of the Ordinary Council Meeting held on 23 February 2023 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 23 February 2023 be confirmed as a true record of the proceedings.

Moved Cr Hatton, seconded Cr Castle
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 10/0)

9 CHIEF EXECUTIVE OFFICER REPORTS

9.1	FINANCIAL STATEMENTS FOR THE MONTH ENDED 28 FEBRUARY 2023 AND 31 MARCH 2023
Reference:	**GF-23-0000019**
Appendix(s):	**Appendix No. 1, 2 and 3**
Date:	**27 April 2023**
Responsible Officer:	**FINANCE MANAGER**

SUMMARY

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

BACKGROUND

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Statement by Comprehensive Income by Nature and Type
- Operating Income Statement by Program
- Statement of Financial Activity
- Statement of Reserves
- Statement of Investing Activities
- Tonnage Report

DETAIL

The Financial Statements for the month ended 28 February 2023 and 31 March 2023 are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the two months up to 31 March 2023 is attached at **Appendix No. 3.**

The complete suite of Financial Statements which includes the Income Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the "air space" remaining and other relevant information.

Summary of results for the year to date period ended 31 March 2023

	YTD Budget	YTD Actual	Variance
	t	t	t
Tonnes – Members	132,249	131,390	(859)
Tonnes – Others	37,843	38,518	675
TOTAL TONNES	**170,092**	**169,908**	**(184)**
	$	$	$
Revenue – User Charges	25,191,824	25,110,604	(81,220)
Revenue – Other	4,949,067	5,009,572	60,505
TOTAL REVENUE	30,140,891	30,120,176	(20,715)
Expenses	(26,626,938)	(26,734,821)	(107,883)
NET SURPLUS/(DEFICIT)	**3,513,953**	**3,385,355**	**(128,598)**

Members
Members tonnages for the financial period ended 31 March 2023 were 859 tonnes below budget.

Trade & Casuals
The Casual and Trade tonnages are 675 tonnes higher than forecast for the financial year to date with 25,507 tonnes delivered through the waste discounted rate tender.

Overall tonnages for the financial period ended 31 March 2023 were 184 tonnes less than budgeted. The variances have reduced significantly due to revised tonnage budgets reflected in March.

The net result variance is $128,598 or 4% against year to date budget.

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 and 2 for the months ended 28 February 2023 and 31 March 2023.

Moved Cr Vernon, seconded Cr Cvitan
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 10/0)

9.2	LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 28 FEBRUARY 2023 AND 31 MARCH 2023
File No:	**FIN/5-09**
Appendix(s):	**Appendix No. 4 and 5**
Date:	**27 April 2023**
Responsible Officer:	**Finance Manager**

SUMMARY
The purpose of this report is to provide details of payments made during the periods identified above. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

COMMENT
The lists of payments for the months ended 28 February 2023 and 31 March 2023 is at **Appendix 4 and 5** to this Item and presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 16 September 2021, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

Months Ended	Account	Vouchers	Amount
28 February 2023	General Municipal	Cheques	$640.00
		EFT	$739,900.22
		DP	$4,351,991.97
		Inter account transfers	$0.00
		Total	**$5,092,532.19**
31 March 2023	General Municipal	Cheques	$2,046.75
		EFT	$699,020.33
		DP	$4,377,526.51
		Inter account transfers	$0.00
		Total	**$5,078,593.59**

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 28 February 2023 and 31 March 2023.

Moved Cr Vernon, seconded Cr Re
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 10/0)

9.3	DRAFT MRC STRATEGIC COMMUNITY PLAN 2023 - 2032
File No:	GF-23-0000104
Appendix(s):	Appendix 6 – Draft Strategic Community Plan 2023 – 2032
Date:	14 April 2023
Responsible Officer:	Chief Executive Officer

SUMMARY

This report presents the Draft Mindarie Regional Council's (MRC) Strategic Community Plan (SCP) for consideration as required under the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996.*

The report seeks endorsement of the SCP to provide notice to the public of the Council's decision.

BACKGROUND

The MRC's current SCP 2018 – 2037 was adopted by Council at its meeting on 06 April 2017. The SCP is required to be reviewed every four years under the requirements of the *Local Government (Administration) Regulations 1996.* A review was due in 2021; a point acknowledged by the MRC in 2021 when the MRC informed the Department of Local Government, Sport and Cultural Industries that the MRC was not able to meet its obligation under the Regulations to carry out a 4 yearly review of the SCP due to a number of matters.

Between 2020 and 2021, the MRC experienced a period of change which impacted strategy setting such as:

- MRC entered into a contract with Workpower to operate the Re-Use shop and the public recycling areas at Tamala Park
- Streamlining of operations at Tamala Park resulted in an organisational restructure
- MRC concluded a major contract for the management of the Resource Recovery Facility at its Neerabup site
- A change of CEO in 2021

Several individual strategy sessions have taken place with Council and member council administrations since 2021, which have resulted in the development of a draft SCP (***Attachment 6***).

The new draft SCP covers the period 2023 to 2032 and creates a new Vision for the MRC, 'Collaborating for a regional Circular Economy', with a Mission, 'To deliver sustainable waste management options for members'. The MRC's new Objectives are stated below:

- **Deliver best practice services**
- **Position MRC to provide world class waste management options**
- **Deliver best practice governance process and structures**.

The new SCP sets Strategies and Performance Targets to enable the delivery of the above Objectives, and takes account of the two major assets of the MRC, the Tamala Park Site and the Neerabup Site.

CONSULTATION

The Regulations require that the SCP be developed with input from the local governments' electors and ratepayers. A regional council has neither electors nor ratepayers to consult.

When developing the initial SCP the MRC sought clarification from the Department of Local Government, Sport and Cultural Industries (DLGSC) on the stakeholders to be consulted in the development of a new SCP. DLGSC advised that the member council local governments were the MRC's primary stakeholders.

The MRC's SCP has been developed in consultation with the following stakeholder groups:

- MRC Councillors
- Member Council Executives
- MRC employees

The SCP consultation process consisted of workshops, meetings and written communication. The feedback from all stakeholder groups has been taken into account in the final draft.

DETAIL

The MRC's initial SCP review process commenced in 2021 through a series of independent facilitated strategy workshops, as follows:

- 04 March 2021 – Leadership team workshop
- 12 March 2021 – MRC staff (group A)
- 12 March 2021 – MRC staff (group B)

Consultation and development of the SCP paused in May 2021 following consultation with the Chairperson and the Member Councils. It was agreed that the SCP review process would be put on hold until ongoing business decisions had been completed, and a new CEO had been recruited.

The new CEO commenced on 28 September 2021, and conducted strategy workshops with MRC Councillors and Member Council Executives on both 3 November 2021 and 26 July 2022.

In September 2022 an independent facilitated workshop was attended by MRC Councillors and Member Council Executives and invited speakers from the Department of Water and Environmental Regulation (DWER).

A second and final independent facilitated workshop with MRC councillors took place on 02 February 2023, where a draft early stage SCP skeleton document was discussed. Council provided clear direction at that workshop on their requirements in any new final SCP.

Administration further developed the SCP document in February 2023, and a draft copy of the SCP was email to councillors and administrations for comments on 28 March 2023.

Minor feedback has been received which has been incorporated into the Draft SCP.

LEGAL COMPLIANCE

The development or an amendment to the SCP is a requirement of the Local Government Act 1995 and the Local Government (Administration) Regulations 1996.

STRATEGIC IMPLICATIONS

The Integrated Planning Framework ensures that the future of local government is set using long term strategies backed by shorter termed implementation plans.

The MRC is currently developing the supporting plans which will to align to the new SCP. The following plans are proposed to be presented to Council in June 2023.

- Corporate Business Plan
- Long Term Financial Plan
- Asset Management Plan
- Workforce Plan

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The implementation of the SCP will be subject to the future endorsement of the supporting plans, discussed above, and the MRC's normal budgetary approval process.

COMMENT

Through the SCP review process, it has become apparent, generally, that member councils require the continued delivery of the best-practice waste management options currently delivered at the Tamala Park Waste Management Facility and access to options that align with the requirements of the Western Australian Waste Avoidance and Resource Recovery Strategy 2030 (WARR Strategy) and all member councils' DWER approved Waste Plans.

The Tamala Park Landfill is likely to end during the period of this new SCP, and this has been taken into account in the development of the final document. The MRC will work with member councils to ensure that the facility is closed appropriately and cared for in to the future, and that an alternative option is provided for upon closure.

Council has expressed the need for the MRC to operate sustainably at all times, and reduce its operational environmental impact. This is reflected in the SCP's Strategic Actions.

In alignment with its new mission, the MRC has a key role to play in delivering sustainable waste management options on behalf of its members; the MRC is uniquely positioned to provide member councils choice. By collaborating together, and realising the potential pulling power of the secondary resources disposed of by a third of the Perth Metropolitan Area (over 700,000 residents) the MRC proposes to investigate and identify the best possible opportunities for member councils and bring these forward to Council to allow it to make a decision for the benefit of all seven member council communities.

The MRC has the ability to leverage upon its existing assets, skillset and potential, to improve its financial sustainability whilst operating for the benefit of the region, and to identify if/how it can contribute to the development of circular economy opportunities as discussed in the WARR Strategy.

This draft SCP reflects the feedback and comments of all stakeholders involved in its development and provides the MRC with guidance and direction on what is must do to meet the needs of member councils as they seek to deliver upon their respective communities' consistent requirement for better environmental outcomes and high quality waste management services.

VOTING REQUIREMENT
Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. **Adopt the Strategic Community Plan 2023- 2032 as contained in Appendix 6.**

   (Absolute Majority Required)

2. **Give Local Public Notice, in accordance with s.19D of the Local Government (Administration) Regulations 1996, advising that the Strategic Community has been adopted by the Council.**

Moved Cr Re, seconded Cr Castle
RESOLVED
That the recommendation be adopted
(CARRIED BY ABSOLUTE MAJORITY 9/1)
For: Crs Castle, Cvitan, Hatton, Jacob, May, Miles, Re, Thornton, Vernon
Against: Cr Gobbert

10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 75

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 75 be received.

Moved Cr Re, seconded Cr Miles
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 10/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

In accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, the Chair requests the Council to meet "behind closed doors" to allow the Council to consider item 14.1 & 14.2 as the items are of a confidential nature.

No members of the public were present in the gallery.

Moved Cr Vernon, seconded Cr Re
Procedural Motion
1. Closes the meeting to the members of the public at 7.14 pm to consider items 14.1 & 14.2 in accordance with Section 5.23 of the *Local Government Act 1995.*
2. For item 14.1 General Insurance Renewal 2023/24 - Permits the MRC Chief Executive Officer, MRC staff and member council officers seated in the gallery to remain in the chamber during discussion.
3. For item 14.2 Engagement of Consultant to assist in the annual review of the CEO's Performance – Permits the MRC HR Officer and the Executive Support Officer to remain in the chamber during discussion.

(CARRIED UNANIMOUSLY 10/0)

Doors closed at 7.14 pm

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2)(d) of *the Local Government Act 1995* as the report deals with matters where legal advice was obtained.	
14.1	**GENERAL INSURANCE RENEWAL 2023/24**
File No:	**GF-23-0000112**
Attachment(s):	**1. Letter – Legal advice McLeod Lawyers dated 9 March 2023** **2. Procurement Australia Evaluation Summary**
Date:	**11 April 2023**
Responsible Officer:	**Chief Executive Officer**

That the Council:
1. Notes the confidential information contained in this report from Procurement Australia and McLeods Lawyers.
2. Authorises the CEO to procure general insurances from LGIS for 2023/24 and for a further 2 years, followed by a review of market premiums in 2026/27.

(Absolute majority)

Moved Cr Vernon, seconded Cr Jacob

Moved Cr Re, Seconded Cr Vernon
Procedural Motion
Under clause 10.1(j) of the Mindarie Regional Council Meeting Procedures Local Law 2020, suspend the operation of clause 7.9, speaking twice.
(CARRIED 8/2)
For: Crs Castle, Cvitan, Hatton, Jacob, Miles, Re, Thornton, Vernon
Against: Crs Gobbert, May

Moved Cr Vernon, Seconded Cr Cvitan
Procedural Motion
Resume the operation of clause 7.9, speaking twice.
(CARRIED 10/0)

RESOLVED
That the recommendation be adopted
(CARRIED BY ABSOLUTE MAJORITY 10/0)

7.44 pm Member Council officers left the gallery. There were no members of the public seated in the gallery.
The MRC CEO, Finance Manager, Operations Manager and Projects and Procurement Manager left the Council Chambers.
The HR Officer and Executive Support Officer remained in the Council Chambers.

This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2) (c) of *the Local Government Act 1995* as the report deals with a matter where a contract may be entered into.	
14.2	**ENGAGEMENT OF CONSULTANT TO ASSIST IN THE ANNUAL REVIEW OF THE CEO'S PERFORMANCE**
File No:	**GF-23-0000103**
Attachment(s):	**Nil**
Date:	**11 April 2023**
Responsible Officer:	**Chief Executive Officer**

CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE RECOMMENDATION

That Council:

Appoints Learning Horizons as the external Human Resource Consultant, subject to their acceptance of the appointment, to conduct a review of the MRC's Chief Executive Officer performance and remuneration for the period 1 July 2022 to 30 June 2023, 2 additional annual periods plus a 1 + 1 year extension at the sole discretion of the Mindarie Regional Council.

Moved Cr Vernon, seconded Cr Jacob
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 10/0)

Moved Cr Vernon, seconded Cr Hatton
Procedural Motion:
That Council:

- **Reopen the meeting to members of the public at 7.51 pm**

To re-open the meeting to the public
(CARRIED UNANIMOUSLY 10/0)

Doors re-opened at 7.51 pm, the Chair declared the meeting re-opened. As there were no members of the public present, the Chair noted the resolutions passed behind closed doors.

15 NEXT MEETING

The next Ordinary Council meeting is to be held on Thursday 01 June 2023 at the Town of Cambridge commencing at 6.30 pm.

16 CLOSURE

The Chair closed the meeting at 7.52 pm and thanked the City of Wanneroo for their hospitality and use of their meeting facilities, and thanked the MRC officers and Member Council Officers for attending.

Signed .....Chair

Dated.....day of 2023

STATUS OF PETITIONS PRESENTED TO COUNCIL

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
A 51 signature petition has been received from residents of the City of Joondalup requesting that Council create a working group that includes representatives from the City's planning department to review and develop appropriate signage guidelines and policy that allows small business to have a say on signage and placemaking within the City of Joondalup. **RPC00105 (Governance and Strategy)**	16 August 2016	Outstanding	**Update as at May 2023** A revised Local Government and Public Property Local Law did not progress to the Policy Committee in May 2023. It is expected to proceed to the Policy Committee in August 2023. **Update as at February 2023** A revised Local Government and Public Property Local Law did not progress to the Policy Committee in February 2023. It is expected to proceed to the Policy Committee in May 2023. **Update as at November 2022** As stated below, a revised Local Government and Public Property Local Law (incorporating the changes on signage) is expected to be presented to the Policy Committee in February 2023. **Update as at August 2022** The Amendment Local Law was presented to Council on 16 August 2022. The Council resolution was as follows: *That Item CJ124-08/22 Amendment Local Law 2021 – Final Adoption BE REFERRED BACK to the Policy Committee for further consideration and so that each local law can be considered separately.* A revised Local Government and Public Property Local Law (incorporating the changes on signage) is expected to be presented to the Policy Committee in February 2023. **Update as at June 2022** Letters were sent to the lead petitioners on 1 April 2022, advising of Council's decision at the February 2022 Council Meeting.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			The Amendment Local Law is expected to be presented back to Council in July or August for consideration of submissions and final adoption. **<u>Update as at February 2022</u>** A report was presented to the 15 February 2022 Council meeting to advertise the City of Joondalup Amendment Local Law 2021 (CJ014-02/22 refers). Once the Amendment Local Law is advertised, there is a six week submission period, with a further report to be presented to Council at the conclusion of the submission period. **<u>Update as at November 2021</u>** The City is currently reviewing the Amendment Local Law with a report to be presented to Council in February 2022. **<u>Update as at May and August 2021</u>** A report in relation to the *Advertisements Local Planning Policy* was submitted to Council at its meeting held on 16 March 2021 (CJ037-03/21 refers). The lead petitioner has been notified of Council's decision. At its meeting held on 16 February 2021 (CJ006-02/21 refers) Council endorsed a review of the City's *Local Government and Public Property Local Law 2014* to consider possible amendments to the local law provisions around the permissibility of temporary advertising signs in thoroughfares and road verges. A local law amendment will be submitted to a future Council meeting to consider detailing any possible changes that can be made. **<u>Update as at February 2021</u>** A report will be presented to the 16 March 2021 Council meeting to consider the draft *Advertisements Local Planning Policy* following public advertising, which details signage requirements on private property.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			Update as at November 2020 A new draft policy was presented to Council at its meeting held on 20 October 2020 (CJ162-10/20 refers). The Draft Advertisement Local Planning Policy will be advertised for public consultation for 21 days before the end of 2020. **Update as at February, May and August 2020** Review of signs policy is continuing. **Update as at August and November 2019** Review of signs policy is continuing. **Update as at May 2019** Review of signs policy has commenced. **Update as at February 2019** Work will commence shortly on the review of the *Signs* policy. **Update as at November 2018** *Local Planning Scheme No. 3* was gazetted on 23 October 2018. Now that the City knows the exact wording of the scheme, work will commence on the review of the *Signs Policy*. A decision will be made shortly how best to engage small business in the review of the policy. **Update as at August, May and February 2018** The review of the City's *Signs Policy* will commence once *Local Planning Scheme No. 3* has been endorsed by the Western Australian Planning Commission. **Update as at February, May, August and November 2017** The review of the City's *Signs Policy* is yet to commence. **Update as at November 2016** The review of the City's *Signs Policy* is yet to commence.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			Update as at August 2016 It is anticipated that a review of the City's *Signs Policy* will commence in late 2016. The request to form a working group will be considered as part of the review process.
A 198 signature petition has been received from residents of the City of Joondalup requesting the City prepare options for the expansion and redevelopment of the Whitford Senior Citizens Club and the Whitford Library Facilities. **RCP00086 (Corporate Services)**	17 August 2021	Outstanding	**Update as at May 2023** Date to be confirmed, awaiting outcome of social needs analysis. **Update as at February 2023** Date to be confirmed, awaiting outcome of social needs analysis. **Update as at November 2022** The presentation of the report has been delayed to 2023 pending the social need analysis report. **Update as at August 2022** A report will be presented to Major Projects and Finance at its meeting scheduled for 28 November 2022. **Update as at June 2022** The evaluation of the Social Needs Analysis is still in progress and once that is complete a report will be presented to the Major Projects and Finance Committee as per the February 2022 resolution. **Update as at February 2022** A report was presented to Council at its meeting held on 15 December 2021 (CJ177-12/21 refers) where Council resolved the following:

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			"That Council: *1 NOTES that on finalisation of the City of Joondalup's evaluation of the Social Needs Analysis, which will occur in early 2022, a report will be presented to a future meeting of the Major Projects and Finance Committee that assesses what will be required to meet the community's future needs at the Whitford Library and Whitford Senior Citizens' Centre;* *2 ADVISES the lead petitioner of Council's decision as detailed in Part 1 above."* **Update as at November 2021** A report will be presented to Council at its meeting scheduled for 14 December 2021. **Update as at August 2021** The City is currently reviewing the request and a report will be presented to a future Council meeting.
A 33 signature petition received from residents of the City of Joondalup requesting for live video streaming and recordings of all City of Joondalup Council and Annual General Meetings of Electors. **RCP00092 (Governance and Strategy)**	21 September 2021	Completed	**Update as at May 2023** RFQ for the installation of live-video streaming equipment was released on 31 May 2023, with a preferred supplier appointed. Installation is likely to occur in Q1 of 2023/24. **Update as at February 2023** Recording and Live-Streaming of Council Meetings Policy adopted by Council on 13 December 2022. RFQ for the installation of live-video streaming is scheduled to be released in March 2023. **Update as at November 2022** Report and policy presented to Policy Committee on 31 October 2022. Scheduled to be presented to Council on 13 December 2022 for Council endorsement.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			Update as at August 2022 A draft report and policy on live streaming is expected to be presented to the Policy Committee on 31 October 2022. **Update as at June 2022** Awaiting approval of allocation in the 2022-23 budget for the installation of equipment to allow for the live video-streaming of Council meetings. Draft policy to be prepared in Q1 or Q2 of the 2022-23 financial year. **Update as at February 2022** A report was presented to the Council meeting held on 15 February 2022 (CJ011-02/22 refers) where Council approved the development of a new policy to allow for the recording and live streaming of Council meetings and lists for consideration in the 2022-23 annual budget an amount of $40,000 for the installation of equipment to allow for the live video streaming of Council meetings. **Update as at November 2021** The City is currently reviewing the request and a report will be presented to a future Council meeting.
A 40 signature petition has been received from residents of the City of Joondalup in support of: • glyphosate use advisory signage being left in place for a minimum of 24 hours following the application of glyphosate as undertaken within City of Joondalup managed land • glyphosate advisory signage being left in place to protect health despite the very small cost to Special Area Rate (SAR) payments each year. **RCP00096 (Infrastructure Services)**	20 July 2021	Completed	**Update as at May 2023** At its meeting held on 28 March 2023 (CJ040-03/23 refers), Council considered a report on the Outcomes of Community Consultation — Draft Weed Management Plan 2022 - 2032. The substance of this petition was considered as part of this report. During deliberations on this matter, Council considered an alternate motion, which sought support for glyphosate advisory signage to stay in place for 24 hours. This motion was not supported by Council. The lead petitioner has been notified of Council's decision.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			Update as at February 2023 The petition will be addressed within a report on the outcomes of community consultation on the draft Weed Management Plan, which is scheduled to be presented to Council at its meeting to be held on 28 March 2023. **Update as at November 2022** The substance of this petition was considered as part of the City's review of its draft Weed Management Plan which was presented to Council to consider releasing for public consultation at its meeting held on 15 November 2022 (CJ194-11/22 refers). The petition will be further addressed when the outcomes of the community consultation process are presented to Council early in 2023. **Update as at August 2022** The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process. **Update as at June 2022** The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process. **Update as at February 2022** The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			Update as at November 2021 The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process. **Update as at September 2021** Cr Raftis submitted an amendment to reinstate petition. **Update as at August 2021** At the Council Meeting held on 20 July 2021 the Council did not support the request and the prior Council decision of 18 May 2021 (CJ063-05/21 refers) remains in effect. The lead petitioner has been advised.
A 52 signature petition has been received from residents of the City of Joondalup requesting the City ceases the use of any pesticides within 50 metres of play spaces in the City's parks and reserves; with exceptions for broad leaf treatment of parks and reserves, and natural area management if no other alternatives are available. For the purposes of: • protecting children and families from the adverse effects of the City applying pesticides around children's' playgrounds • protecting pets and native wildlife from poisoning and injury from the application of pesticides • protecting the environment from unmeasured long-term effects of multiple pesticide applications. **RCP00102 (Infrastructure Services)**	12 October 2021	Completed	**Update as at May 2023** At its meeting held on 28 March 2023 (CJ040-03/23 refers), Council considered a report on the Outcomes of Community Consultation — Draft Weed Management Plan 2022 — 2032. The substance of this petition was considered as part of this report. During deliberations on this matter, Council considered an alternate motion, which sought support for the City of Joondalup ceasing the use of any pesticides within 50 metres of playspaces in City parks and reserves. This motion was not supported by Council. The lead petitioner has been notified of Council's decision. **Update as at February 2023** The petition will be addressed within a report on the outcomes of community consultation on the draft Weed Management Plan, which is scheduled to be presented to Council at its meeting to be held on 28 March 2023.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<u>Update as at November 2022</u> The substance of this petition was considered as part of the City's review of its draft Weed Management Plan which was presented to Council to consider releasing for public consultation at its meeting held on 15 November 2022 (CJ194-11/22 refers). The petition will be further addressed when the outcomes of the community consultation process are presented to Council early in 2023. **<u>Update as at August 2022</u>** The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process. **<u>Update as at June 2022</u>** The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process. **<u>Update as at February 2022</u>** The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process. **<u>Update as at November 2021</u>** At its meeting held on 21 July 2020, Council endorsed ceasing of the use of glyphosate within playspaces on City parks and reserves. The City, therefore, no longer uses this specific herbicide for the eradication of weeds within playspaces. In almost all instances, the City only uses a combination of mechanical control such as the use of whipper snippers and physical control by hand weeding.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			Only in circumstances, such as for the removal of couch grass which is very difficult to control, would the City consider using a selective herbicide which is approved by the Australian Pesticides and Veterinary Medicines, such as *Fluazifop* (Fusilade), for the control of grasses. The City is currently reviewing the *Weed Management Plan* which is scheduled to be considered by Council in 2022-23. The substance of this petition will be considered as part of this process.
A 26 signature petition has been received from residents of the City of Joondalup requesting the City provides funding for CCTV and fixing the broken lighting in the underpass at Whitfords West Park, Kallaroo. **RCP00110 (Planning and Community Development)**	20 September 2022	Completed	**Update as at May 2023** A report was presented to Council at its meeting held for 23 May 2023 (CJ071-05/23 refers). Council resolved in Part as follows: *1 NOTES the City's analysis in relation to CCTV and its application in underpasses, including the outcomes of a CCTV trial at Whitfords West Park underpass;* *2 SUPPORTS the installation of permanent CCTV infrastructure at the Whitfords West Park underpass;* *3 LISTS FOR CONSIDERATION as part of the City's budget development process, an amount of $30,000 to support the installation of permanent CCTV infrastructure at the Whitfords West Park underpass.* The lead petitioner has been notified of Council's decision. **Update as at February 2023** The City is currently reviewing the request and a report will be presented to a future Council meeting.

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			Update as at November 2022 The City is currently reviewing the request and a report will be presented to a future Council meeting.
A 95 signature petition has been received from residents of the City of Joondalup requesting the City approves the Sorrento Bowling Club installing a self-service ClubTAB inside its clubroom facility. **RCP00111 (Infrastructure Services)**	18 October 2022	Outstanding	**Update as at May 2023** A report is scheduled to be presented to Council at its meeting to be held on 27 June 2023. **Update as at February 2023** The City is progressing the investigation into the matter raised in the petition and a report is scheduled to be presented to Council at its meeting to be held on 23 May 2023. **Update as at November 2022** The City is currently reviewing the request and a report will be presented to a future Council meeting.
A 266 signature petition received from residents of the City of Joondalup requesting the City to "Take action against DevelopmentWA regarding the unacceptable dust levels in Ocean Reef and surrounding suburbs. **RCP00115 (Corporate Services)**	14 March 2023	Outstanding	**Update as at May 2023** The Ocean Reef Marina development site is located on land that is currently under the ownership of the State Government and under the management of the State Government agency, DevelopmentWA. The City does not have any statutory authority over DevelopmentWA to take any action against DevelopmentWA in relation to dust levels. The State Government Western Australian Planning Commission were the determining authority for the development approval. The City will continue to ensure that all complaints it receives in relation to dust are provided to DevelopmentWA. A report on the matters raised in the petition was considered by Council at its meeting held on 23 May 2023 (CJ067-05/23 refers). Council resolved in Part as follows:

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			24 in relation to Motion No. 24 carried at the Annual General Meeting of Electors: *24.1 NOTES that the Ocean Reef Marina Development is under the control of DevelopmentWA who are responsible to ensure it complies with current regulatory requirements for land developments and construction sites;* *24.2 REQUESTS the City to liaise with DevelopmentWA and the Department of Lands to mitigate the dust problems from the land clearing and civil construction works at the Ocean Reef Marina site;* *The lead petitioner will be notified of Council's decision.*
A 41 signature petition received received from residents of the City of Joondalup requesting that Council "cease and desist the Leafy City Program in West View Boulevard, Mullaloo. **RCP00116 (Infrastructure Services)**	18 April 2023	Completed	**Update as at May 2023** A report on the matters raised in the petition was considered by Council at its meeting held on 23 May 2023 (CJ076-05/23 refers). Council resolved as follows: *1 DOES NOT SUPPORT the matters raised in the petition received by Council at its meeting held on 18 April 2023 (C037-04/23 refers) for the following reasons:* *1.1 the location and planting of street trees as part of the Leafy City Program is carried out in accordance with the various guidelines as outlined in Report CJ076-05/23;*

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			1.2 the City is responsible for the maintenance of street trees and does so in accordance with the City's Tree Management Guidelines and scheduled maintenance activities; *1.3 the tree species list for the Leafy City Program was formulated by taking into account the geology and site specific circumstances;* *2 ADVISES the lead petitioner of its decision.*
A 965 signature petition has been received from residents of the City of Joondalup requesting that Council reconsider and rescind their decision on 16 August 2022 (CJ139-08/22 refers) to remove the 100% waivers of charges for the use and facilities and recreation parks for all young people under the age of 18 years. **RCP00117 (Corporate Services)**	23 May 2023	Completed	**Update as at May 2023** A report on the matters raised in the petition was considered by Council at its meeting held on 23 May 2023 (CJ067-05/23 refers). Council resolved in Part as follows: *16 in relation to Motion No. 16 carried at the Annual General Meeting of Electors:* *16.1 REAFFIRMS its decision of 16 August 2022 (CJ139-08/22 refers) regarding the Venue Hire Fees and Charges Policy subject to the level of subsidy detailed for category C within the policy being amended from 50% to 75% to read:* *iii Category C – 75% of the average hourly operating costs;* *16.2 AGREES that the 75% subsidy as detailed in Part 16.1 above be applicable from 1 January 2024 to 30 June 2025 inclusive; then to be amended to 50% from 1 July 2025;*

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			16.3 REQUESTS a report be presented to the next Policy Committee meeting that details community groups which are eligible for financial hardship exemptions; *The lead petitioner will be notified of Council's decision.*
A 27 signature petition has been received from residents of the City of Joondalup requesting that Council take into consideration residents views when undertaking tree planting and plant smaller trees (such as Bottlebrush) where views will be affected (views being ocean views, park views or city views). **RCP00118 (Infrastructure Services)**	23 May 2023	Outstanding	**Update as at May 2023** A report is scheduled to be presented to Council at its meeting to be held on 27 June 2023.
A 35 signature petition has been received from residents of the City of Joondalup requesting that Council reconsider and rescind their decision on 16 August 2022 (CJ139-08/22 refers) Proposed Venue Hire Fees and Charges Policy re: Seniors **RCP00119 (Corporate Services)**	23 May 2023	Completed	**Update as at May 2023** A report on the matters raised in the petition was considered by Council at its meeting held on 23 May 2023 (CJ067-05/23 refers). Council resolved in Part as follows: *16 in relation to Motion No. 16 carried at the Annual General Meeting of Electors:* *16.1 REAFFIRMS its decision of 16 August 2022 (CJ139-08/22 refers) regarding the Venue Hire Fees and Charges Policy subject to the level of subsidy detailed for category C within the policy being amended from 50% to 75% to read:* *iii Category C – 75% of the average hourly operating costs;*

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			16.2 AGREES that the 75% subsidy as detailed in Part 16.1 above be applicable from 1 January 2024 to 30 June 2025 inclusive; then to be amended to 50% from 1 July 2025; *16.3 REQUESTS a report be presented to the next Policy Committee meeting that details community groups which are eligible for financial hardship exemptions;* *The lead petitioner will be notified of Council's decision.*
A 375 signature petition (191 + 135 + 49) has been received from residents of the City of Joondalup requesting that Council reconsider and rescind their decision on 16 August 2022 (CJ139-08/22 refers) Proposed Venue Hire Fees and Charges Policy re: Seniors. **RCP00120 (Corporate Services)**	23 May 2023	Completed	**Update as at May 2023** A report on the matters raised in the petition was considered by Council at its meeting held on 23 May 2023 (CJ067-05/23 refers). Council resolved in Part as follows: *16 in relation to Motion No. 16 carried at the Annual General Meeting of Electors:* *16.1 REAFFIRMS its decision of 16 August 2022 (CJ139-08/22 refers) regarding the Venue Hire Fees and Charges Policy subject to the level of subsidy detailed for category C within the policy being amended from 50% to 75% to read:* *iii Category C – 75% of the average hourly operating costs;* *16.2 AGREES that the 75% subsidy as detailed in Part 16.1 above be applicable from 1 January 2024 to 30 June 2025 inclusive; then to be amended to 50% from 1 July 2025;*

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			16.3 REQUESTS a report be presented to the next Policy Committee meeting that details community groups which are eligible for financial hardship exemptions; *The lead petitioner will be notified of Council's decision.*

DENOTES DATA NOT YET AVAILABLE

City of Joondalup
Corporate Business Plan 2023–2027

DRAFT

Alternative formats:

This document is available in alternative formats and languages on request. You can make a request by emailing **info@joondalup.wa.gov.au** or calling the City of Joondalup's Access and Inclusion Officer on **9400 4226**. This document can also be viewed on the City's website at **joondalup.wa.gov.au**

If you need to contact us in your own language, you can contact the Translating and Interpreting Service on **13 14 50** and ask the Service to contact the City's Access and Inclusion Officer.

If you are deaf or have a hearing or speech impairment, you can contact the City through the **National Relay Service**.

Afrikaans

[translation to be inserted in branded version]

German

[translation to be inserted in branded version]

Italian

[translation to be inserted in branded version]

Mandarin

[translation to be inserted in branded version]

Noongar

[translation to be inserted in branded version]

Spanish

[translation to be inserted in branded version]

Acknowledgement of traditional custodians:

The City of Joondalup acknowledges the Traditional Custodians of this land, the Whadjuk people of the Noongar nation. We recognise the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. We pay our respects to Elders past, present and emerging and all Aboriginal and Torres Strait Islander peoples.

[translation to be inserted in branded version]

Contents:

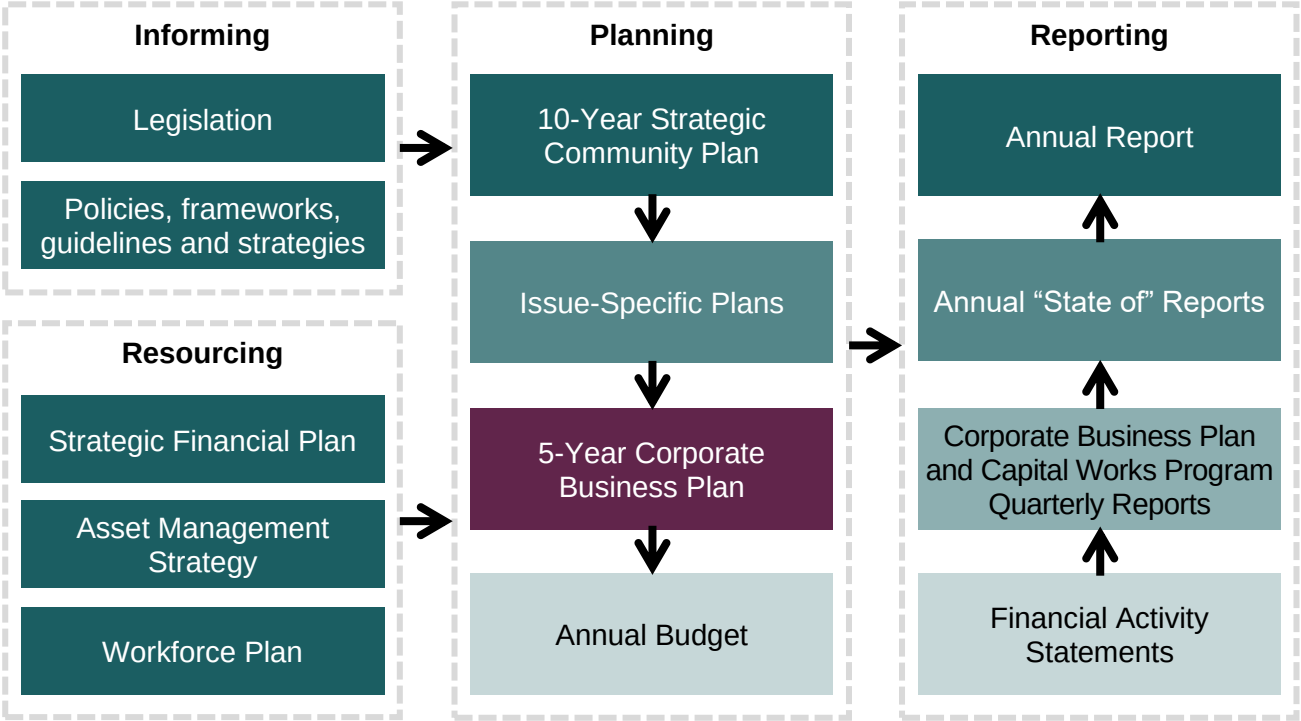
The purpose of this plan: 5
Monitoring our plan: 6
Your Council: 8
Our organisational structure: 9
A shared vision for the future: 10
Corporate Business Plan at a glance: 13
Key priorities for 2023/24: 20
1 Community 23
2 Environment 46
3 Place 63
4 Economy 86
5 Leadership 98
Our operating budget 122
Reviewing our plan: 123

The purpose of this plan:

The 5-Year Corporate Business Plan is our medium-term planning document which contains the services, projects and activities that have been developed in response to the vision, goals and outcomes of our 10-Year Strategic Community Plan, *Joondalup 2032*. Every local government in Western Australia is required to have a corporate business plan and we review the plan on an annual basis.

Integrated Planning and Reporting Framework:

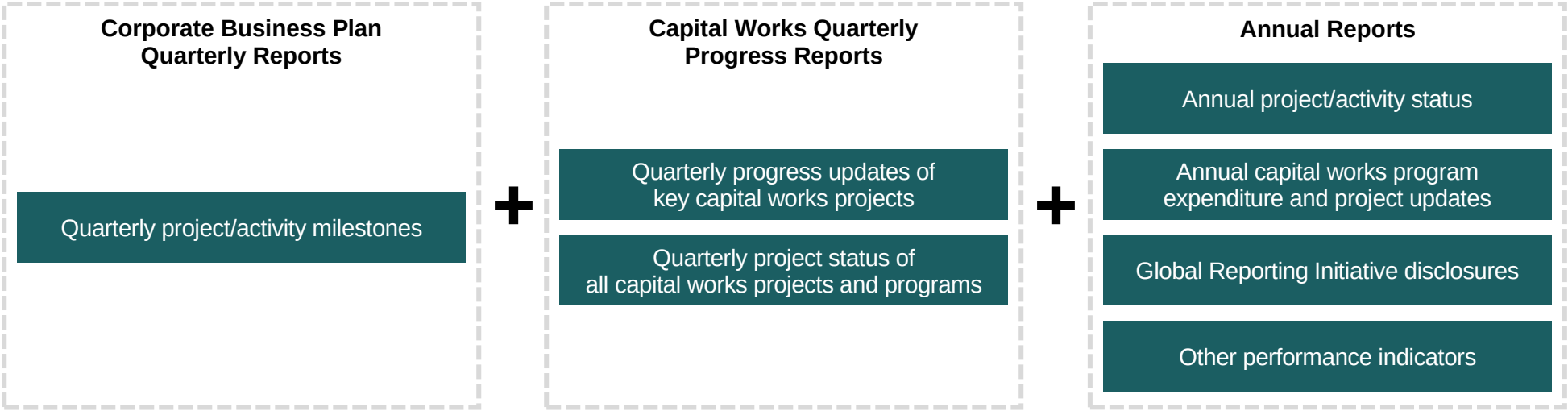
Our 5-Year Corporate Business Plan sits within an Integrated Planning and Reporting Framework which builds-in Informing, Resourcing, Planning and Reporting requirements to ensure transparency and evidence of planned achievements.



Monitoring our plan:

Our Integrated Planning and Reporting Framework (previous page) prescribes comprehensive performance reporting against the 5-Year Corporate Business Plan and the 10-Year Strategic Community Plan, *Joondalup 2032*. Monitoring and reporting against these plans are undertaken through our Corporate Business Plan Quarterly Reports, Capital Works Quarterly Progress Reports and Annual Report.

Quarterly milestones are listed against each of the projects and activities listed in this plan, and annual performance measures are listed against each outcome. The annual performance measures include disclosures from the Global Reporting Initiative, which is a best practice sustainability reporting framework that enables organisations to measure and report their economic, social and governance performance. Other performance measures are also listed against some outcomes to support more robust reporting where gaps have been identified.



Corporate Business Plan Quarterly Reports:

Corporate Business Plan Quarterly Reports are presented to the Council each quarter and are published on our website. The reports provide information on achievements and performance against the quarterly milestones set at the beginning of each year and indicate whether the project or activity is on time and on budget at the end of each quarter and at the end of the year. A commentary is also provided each quarter on exactly what has been achieved.

Capital Works Quarterly Progress Reports:

Capital Works Quarterly Progress Reports are presented to the Council each quarter with the Corporate Business Plan Quarterly Reports and are published on our website. The reports provide quarterly progress updates against the key capital works projects identified in this plan, as well as the projects status of all capital works projects and programs.

Annual Report:

An Annual Report is presented to the Council each year, as well as to the community through the Annual General Meeting. The report outlines the status of all Corporate Business Plan projects and activities at the end of each year and states why a project or program has not been completed or is not on track. The Annual Report also documents the number of projects and activities completed within the Corporate Business Plan. In addition, the Annual Report includes the Global Reporting Initiative disclosures and the other performance indicators listed against the outcomes in this plan and demonstrates performance for the year against the 10-Year Strategic Community Plan.

Your Council:

The City of Joondalup Council consists of 13 Elected Members — 12 Councillors representing six wards, and a directly-elected Mayor. As the direct representatives of the community, your Council is responsible for setting the strategic direction of the City of Joondalup and overseeing the allocation of resources to deliver your needs and aspirations.

These responsibilities are guided by the *Local Government Act 1995* which ensures that all duties are executed in accordance with appropriate governance requirements. The Council is responsible for confirming the medium-term priorities of the 5-Year Corporate Business Plan and adopting the program of services, projects and activities listed. Funding for the delivery of the 5-Year Corporate Business Plan is considered and endorsed by the Council annually through the budget-setting process.

Your Mayor and Councillors:

[diagram of Mayor and Councillors to be inserted in branded version]

Our organisational structure:

Our organisational structure is designed to facilitate the delivery of services, projects and activities within the five key themes of our 10-Year Strategic Community Plan, *Joondalup 2032*.

The structure is led by our Chief Executive Officer who is supported by an Executive Leadership Team comprising four Directors. Each Director oversees the operations of business units formed to meet the City's strategic and operational objectives, legislative responsibilities, and to ensure services are delivered in the most efficient and effective manner.

The Business Units within each Directorate deliver services and infrastructure to the community and provide internal support services. The City of Joondalup is governed by many forms of legislation, policies and governance responsibilities to ensure that services are delivered accountably, ethically and transparently. The resourcing of each Business Unit is informed through our Workforce Plan, Strategic Financial Plan and Asset Management Plans.

Each Directorate and Business Unit plays an important role in implementing the services, projects and activities of the 5-Year Corporate Business Plan.

Our Chief Executive Officer and Directors:

[diagram of Chief Executive Officer and Directors to be inserted in branded version]

A shared vision for the future:

Our 10-Year Strategic Community Plan, *Joondalup 2032*, outlines our commitment to achieving a shared vision for the future which is operationalised through the 5-Year Corporate Business Plan:

The City in 2032 has a strong focus on sustainability, liveability, active lifestyles and friendly social interactions. We have a healthy environment, with protected bushland, marine ecosystems and accessible parks and green spaces. We are an environmentally-aware and socially-responsible City. We are a vibrant place where people want to live, work and play, and where people can find everything they need locally.

The City in 2032 caters for every stage of life. People feel welcome here and have a clear sense of belonging. We live in high-quality housing in attractive neighbourhoods which have excellent transport linkages and connectivity. We are multi-generational and multicultural; a place where everyone feels connected and safe.

We celebrate and adopt technology and innovation. We are a hub for education and state-of-the-art health facilities, and we are an active advocate for health and other community services. The City in 2032 is internationally connected — we are a global-facing city, with local amenity, and a powerful sense of community.

A global City: bold, creative and prosperous.

Key themes:

The 5-Year Corporate Business Plan is separated in to the five key themes of *Joondalup 2032*. These key themes each include an overarching goal and a series of outcomes which reflect the feedback you gave us through the Shaping Your Local Community consultation initiative.

Community	Environment	Place	Economy	Leadership

Our values:

Primary values:

In alignment with the shared vision for the future, we believe that the following **primary values** should be inherent within any well-functioning and community-driven organisation.

Transparent	Accountable	Honest	Ethical	Respectful	Sustainable	Professional

Distinguishing values:

In order to drive strategic improvement and positioning as leaders in excellence, we have identified the following distinguishing values which will guide our direction and operations.

Bold	Ambitious	Innovative
We will make courageous decisions for the benefit of our community and future generations.	We will lead with strength and conviction to achieve our vision for the City.	We will learn and adapt to changing circumstances and adopt creative solutions.

Enterprising	Prosperous	Compassionate
We will undertake ventures that forge new directions for business and the local economy.	We will ensure our City benefits from a thriving economy built on local commercial success.	We will act with empathy and understanding of your needs and ambitions.

How this plan is structured:

Key themes

Services

Plans, strategies and frameworks

Outcomes

Capital works programs (if applicable)

Key capital works projects (if applicable)

Non-capital works projects and activities

Annual performance measures

Corporate Business Plan at a glance:

Our Corporate Business Plan outlines the services, plans, strategies and frameworks, capital works programs, projects and activities, and key priorities for 2023/24 under each of the goals and outcomes of our 10-Year Strategic Community Plan, *Joondalup 2032*. Below is our Corporate Business Plan at a glance which shows these listed in summary.

Services:

The following shows how the services we deliver are aligned to the key themes of *Joondalup 2032*. Further details, including the full costings, are provided under each key theme section of this plan.

Community	• Community development • Community safety, compliance and education • Craigie Leisure Centre management • Cultural events, visual arts and arts development • Emergency management	• Health and environmental services • Immunisation • Libraries • Recreation services
Environment	• Environmental planning and development • Litter collection • Natural areas management	• Technical engineering support services • Waste management
Place	• Building and planning compliance • Building design and construction • Building maintenance • Civil design and construction • Community facilities and sports floodlighting upgrades • Electrical and lighting engineering • Engineering maintenance	• Fleet management and mechanical workshop • Landscape design • Major City project delivery • Parks maintenance • Planning and urban design • Property management • Transport and traffic engineering
Economy	• Economic development	

Leadership	• Audit, risk and integrity • Communications and stakeholder relations • Customer service • Executive support • Financial accounting • Funds management • Governance support • Grants and awards management • Human resources	• Information technology • Management accounting • Organisational development • Policy, planning and research • Purchasing of goods and services • Rates levying and collection • Recordkeeping and freedom of information • Strategic infrastructure asset management

Plans, strategies and frameworks:

The following shows how our plans, strategies and frameworks align to the key themes of *Joondalup 2032*. Detailed descriptions of the documents are provided under each key theme section of this plan.

Community	• Access and Inclusion Plan 2021/22–2023/24 • Age-Friendly Plan 2018/19–2022/23	• Cultural Plan 2021–2025 • Regional Homelessness Plan 2022/23–2025/26
Environment	• Bushfire Risk Management Plan 2018–2023 • City of Joondalup Local Emergency Management Arrangements • Climate Change Strategy 2014–2019 • Coastal Infrastructure Adaptation Plan 2018–2026 • Environment Plan 2014–2019 • Local Government Waste Plan — City of Joondalup	• Natural area management plans • Pathogen Management Plan 2018–2028 • Weed Management Plan 2023–2033 • Yellagonga Integrated Catchment Management Plan 2021–2026 • Waterwise Council Action Plan 2021–2026
Place	• Asset Management Strategy 2014–2024 • Bike Plan 2016–2021 • Local Planning Scheme No 3 • Local Planning Strategy	• Outdoor Youth Recreation Strategy 2021 • Property Management Framework • Public Open Space Framework
Economy	• Destination Joondalup 2021–2027 • Expanding Horizons: An Economic Development Strategy for a Global City (2012) • International Economic Development Activities Plan (2017)	• Joondalup City Centre Place Activation Plan 2022 • Joondalup: Digital City (2012) • Place Activation Strategy 2022
Leadership	• 10-Year Strategic Financial Plan • Advocacy Framework 2022 • Governance Framework 2021 • Integrity Framework 2022	• Risk Management Framework • Strategic Position Statements • Workforce Plan 2018–2022

Capital works programs:

The following shows how the programs from our 5-Year Capital Works Program align to the key themes of *Joondalup 2032*. Sub-program expenditure and revenue are shown under each key theme section of this plan.

Community

Nil

Environment

- Park and public open space
  - Foreshores and natural areas program

Place

- Buildings and facilities
  - Building construction works program
  - Major projects program
- Civil construction
  - Lighting program
  - New pathways program
  - Pathway replacement program
  - Road construction program
  - Road preservation and rehabilitation program
  - Stormwater drainage program
- Park and public open space
  - Parks development program
  - Parks equipment program
  - Streetscape enhancement program
- Traffic management
  - Blackspot program
  - Local traffic management program
  - Parking facilities program

Economy

Nil

Leadership

Nil

Key capital works projects:

Capital works projects are those listed in our 5-Year Capital Works Program. The following lists the key capital works projects for 2023/24. Note only those capital works projects with reportable actions for 2023/24 have been considered as key capital works projects for this year. These are aligned to the key themes of *Joondalup 2032*. Planned completion dates and total project budgets are provided under each key theme section of this plan.

Community

- Sorrento Surf Life Saving Club redevelopment

Environment

- Coastal and estuarine mitigation program

Place

- Burns Beach — cafes/kiosks/restaurants
- Burns Beach Coastal Node redevelopment
- Christchurch Park change rooms refurbishment
- Civic Centre slab waterproofing
- Eddystone Avenue — Joondalup Drive to Honeybush Drive
- Greenwood Scout Hall refurbishment
- Hepburn Avenue — Lilburne Avenue to Walter Padbury Boulevard
- Hepburn Avenue/Amalfi Drive/Howland Road roundabout improvement
- Hepburn Avenue/Karuah Way intersection improvement
- Hepburn Avenue/Moolanda Boulevard roundabout construction
- Hillarys cycle network expansion
- Joondalup Administration roof balustrades
- Joondalup Drive/Hodges Drive intersection upgrade
- Joondalup Drive/Lakeside Drive (north) roundabout
- Moolanda Boulevard pedestrian footbridge
- Percy Doyle Football/Tee Ball Clubrooms
- Percy Doyle skate park/youth facility
- Prince Regent Park facility refurbishment
- Warwick north cluster parks revitalisation

Economy

- Nil

Leadership

- Nil

Non-capital projects and activities:

The following shows how our non-capital projects and activities align to the key themes of *Joondalup 2032*. These include projects and activities that will not result in capital expenditure or are not yet ready be included in the 5-Year Capital Works Program. Detailed descriptions of, and quarterly milestones for the projects and activities are provided under each key theme section of this plan.

Community	• 25-Year Invitation Art Prize Retrospective Showcase • Access and Inclusion Plan • Age Friendly Plan • Arts development program • Citizenship ceremonies and civic functions • Clubs in-focus professional development program • Community development programs, events and activities • Community Funding Program • Community Safety Plan • Community, Youth Development and Libraries Plan • Cultural events program • Cultural Plan • Library programs, events and activities	• Local Heritage Survey • Local laws • NAIDOC Week • Performing Arts Centre (Joondalup City Centre) • Public Art Masterplan and Strategy • Public Health Plan • Reconciliation Action Plan • Regional Homelessness Plan • Review of *WA Cat Act 2011* • Visual arts program • WA Dog Amendment (Stop Puppy Farming) Bill 2021 • Youth development programs, events and activities
Environment	• Bushfire Risk Management Plan • Climate Change Plan • Coastal Hazard Risk Management and Adaptation Plan • Coastal Infrastructure Adaptation Plan • Environmental education program • Environment Strategy	• Food organics, garden organics (FOGO) bin service • Local Government Waste Plan — City of Joondalup • Natural area management plans • Waterwise Council Program • Weed Management Plan • Yellagonga Integrated Catchment Management Plan

Place	• Active reserve and community facility review • Bike Plan • Burns Beach café development • City land portfolio management • Duffy House commercial expression of interest • Heathridge Park Masterplan • Integrated parking management system • Integrated Transport Strategy • Joondalup City Centre Development — Boas Place • Local planning policies (relating to residential development) review • Local Planning Scheme No 3 review	• Local Planning Strategy review • Ocean Reef Marina • Ocean Reef Marina commercial site development business case • Ocean Reef Sea Sports Club building redevelopment • Property Management Framework • Review of structure plans • State planning reform • Strategic Asset Management Framework review • Streetscape Enhancement Program — Leafy City program
Economy	• Business capacity and support • Business engagement • Business forums • Destination City Plan • Digital City Plan • Economic Development Strategy • Event attraction	• International Economic Development Activities Plan (Global City Plan) • Investment Attraction Guidelines • Joint Economic Development Initiative • Joondalup Innovation Precinct • Place activation • Regional collaboration business clusters
Leadership	• 5-Year Corporate Business Plan • 10-Year Strategic Financial Plan • Advocacy Framework • Annual Report • Audit and Risk Committee • Australasian Local Government Performance Excellence Program • City electronic communications • City publications • Code of Conduct review • Community consultation • Compliance Audit Return • Core system replacement project (Project Axiom) • Corporate Sponsorship Program • Customer satisfaction survey • Customer service centralisation	• Delegated Authority Manual review • Elected Member attraction • Elected Member induction program • Elected Members' Entitlements Council Policy review • Elected Member strategic development session • Elected Member training • E-petitions system • Governance Framework review • Integrity and conduct annual collection • Local government elections • Local government reform • Policy development and review • Strategic Community Reference Group • Strategic Position Statements • Submissions to State and Federal Governments • Website upgrade

Key priorities for 2023/24:

The following non-capital projects and activities are those we have identified as key priorities for 2023/24. The quarterly milestones for these projects and activities are provided under each key theme section of this plan.

Community		
Community Safety Plan A new plan that addresses community safety initiatives across the City, including parking management, animal management, CCTV, graffiti removal and community amenity. The plan ensures our community feels connected and safe through direct service provision, as well as supporting and encouraging local organisations and community-led activities.	**Public Art Masterplan and Strategy** A new masterplan and strategy to define the principles and priorities for public art in the City and guide resources and funding towards relevant public art projects that enhance the City's built environment, distinctive natural assets, significant Indigenous sites, historic locations and key destinations.	**Reconciliation Action Plan** A new plan which will set out the City's commitment to reconciliation with Aboriginal and Torres Strait Islander peoples.

Environment			
Climate Change Plan A plan which guides the City's planning for the future impacts of climate change across a range of areas relevant to local government, including infrastructure, health services, water management, emergency management, and the natural environment.	**Coastal Hazard Risk Management and Adaptation Plan** A plan developed under State Planning Policy 2.6 which identifies areas and assets that could potentially be impacted by coastal erosion and inundation hazards due to storm events and projected sea level rise. The plan provides recommendations and actions for how the City can respond and adapt to these coastal hazards.	**Environment Strategy** A strategy that outlines the City's commitment to conserving, enhancing and rehabilitating the City of Joondalup's natural assets to ensure the long-term protection of the environment for future generations.	**Local Government Waste Plan — City of Joondalup** This plan guides the City's waste management practices to ensure increased diversion from landfill. The plan focuses on improving practices and providing the groundwork to inform the long-term planning for waste.

Place		
Burns Beach café development A café development on City-managed Crown land within the Burns Beach Coastal Node which will incorporate a two-storey food and beverage facility and be leased to commercial operators.	**Heathridge Park Masterplan** A masterplan for Heathridge Park that includes the investigation of two options: replacing/refurbishing the existing facilities; or the rationalisation of the existing community facilities into a single new multi-purpose facility.	**Integrated Transport Strategy** A new strategy to guide multi-modal transport planning and inform strategic policy, advocacy and infrastructure decisions in the City over the next 10 years.
Joondalup City Centre Development — Boas Place Investigations into future opportunities for the development of Boas Place in the Joondalup City Centre to incorporate a variety of land uses.	**Local Planning Strategy review** A review of the City's Local Planning Strategy, including the Local Housing Strategy and Local Commercial Strategy, to ensure the ongoing applicability of the stated strategic direction for land use planning and development.	**Ocean Reef Marina** Construction of a world-class waterfront precinct providing recreational, tourism, residential and boating facilities. This project is being managed by DevelopmentWA with support and contributions provided by the City.

Economy

Economic Development Strategy	Event attraction	Place activation	Joondalup Innovation Precinct
A strategy to guide economic development activities within the City by providing support to local business, stimulating investment, and driving economic growth.	Attract and support significant events that are unique to Joondalup to enhance its image as an attractive destination for visitors, tourists and business.	City and community-led activities and projects that support the activation of spaces and places that are important to the wellbeing of the community and economy.	The development of a Joondalup Innovation Precinct for new and emerging technology and industries to support urban robotics, a digital innovation centre and the education and health precincts.

Leadership

10-Year Strategic Financial Plan	Advocacy Framework	Core system replacement project	Customer service centralisation
A high-level document that outlines the City’s approach to delivering infrastructure and services to the community in a financially-sustainable and affordable manner.	A framework that provides a strategic approach to advocacy activities to ensure evidenced-based decision making, greater stakeholder engagement, and the development of processes to maximise opportunities for support and investment into the City.	A core information technology solution for the City which would include a customer relationship management system, online customer portal, finance, and asset management system.	A project to centralise the City's main customer service functions to achieve greater organisational efficiency and a higher rate of first point of contact resolution.

1 Community

Our goal:

We have a vibrant cultural scene, and our community is friendly, welcoming, caring and supportive. We are prepared for emergencies and feel strong and resilient. We encourage and support local organisations and community-led activities, and feel connected and safe in our neighbourhoods.

Your outcomes:

1-1 Healthy and safe

You feel healthy and safe in your local community.

1-2 Inclusive and connected

You enjoy local services and programs that cater for different ages, abilities and backgrounds.

1-3 Active and social

You enjoy quality local activities and programs for sport, learning and recreation.

1-4 Artistic and creative

You celebrate, support and participate in art and events in your local area.

1-5 Cultural and diverse

You understand, value and celebrate the City's unique Aboriginal and other diverse cultures and histories.

Services:

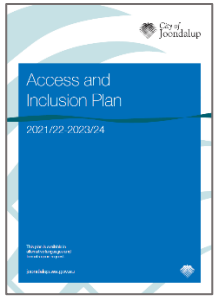
The following services align to this theme and are delivered to the community, as well as providing internal support to our workforce in the delivery of services, projects and activities. The information below indicates whether the service is statutory or discretionary, the associated costs of delivering the service, the number of full time equivalent (FTE) employees delivering the service, and whether there is a service level change from the previous year — 2022/23.

Service	Net service cost including depreciation	Depreciation	FTE
Community development *(statutory and discretionary)* • Community initiatives • Age-friendly initiatives • Youth initiatives • Homelessness • Access and inclusion • Aboriginal engagement and reconciliation	$	$	
Community safety, compliance and education *(statutory and discretionary)* • Parking • Animal management • Community amenity • Field patrols • Graffiti management • Public areas CCTV • Building security management	$	$	
Craigie Leisure Centre management *(discretionary)* • Craigie Leisure Centre management	$	$	
Cultural events, visual arts and arts development *(discretionary)* • Cultural events • Visual arts • Arts development	$	$	

Service	Net service cost including depreciation	Depreciation	FTE
Emergency management *(statutory)* • Emergency management	$	$	
Health and environmental services *(statutory and discretionary)* • Premises inspections • Environmental health approvals • Environmental health investigations and advice • Midge management	$	$	
Immunisation *(discretionary)* • Immunisation	$	$	
Libraries *(statutory and discretionary)* • Library services • Library programs, events and activities • Local history • Community education and outreach	$	$	
Recreation services *(discretionary)* • Sport and recreation development • Community venue management	$	$	
Total	**$**	**$**	

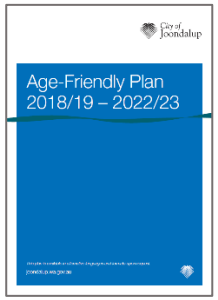
Plans, strategies and frameworks:

The following plans, strategies and frameworks align to this theme and provide guidance in delivering the projects and activities to achieve our goal. These documents address a range of subject matters and are therefore structured in different ways and customised to achieve the specific objectives being targeted.



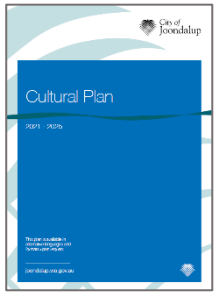
Access and Inclusion Plan 2021/22–2023/24

The Access and Inclusion Plan guides us in planning and implementing improvements to access and inclusion across City services, events, venues, communication, and employment. Access and inclusion plans are a requirement of all local governments under the *Disability Services Act 1993*. We provide progress reports annually to the State Government.



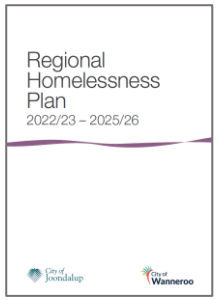
Age-Friendly Plan 2018/19–2022/23

The Age-Friendly Plan articulates our commitment to fostering active ageing environments, where opportunities for health, wellbeing, security and participation are maximised to achieve optimal quality of life. The plan addresses the localised needs of an ageing population through the development of effective actions related to the physical and social environment.



Cultural Plan 2021–2025

The Cultural Plan provides strategic direction for our arts and cultural activities over a 5-year period to ensure investment is directed towards the programming and infrastructure most valued by the community. The plan addresses the establishment of a significant cultural facility, investment in accessible visual art, event promotion and attraction, and the promotion of local opportunities for arts development.



Regional Homelessness Plan 2022/23–2025/26

The Regional Homelessness Plan is a joint plan with the City of Wanneroo which clarifies our roles in addressing homelessness through a strong coordinated response. The Plan includes a series of actions which demonstrate our commitment to ensuring that people at-risk of experiencing homelessness have the optimum opportunity to improve their circumstances.

Outcome 1-1 Healthy and safe

You feel healthy and safe in your local community.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Public Health Plan A new plan to respond to local health risks and establish objectives and policy priorities for the promotion and protection of public health in the City. Development of a new public health plan is a requirement under Stage 5 implementation of the WA *Public Health Act 2016*.	No milestones for 2023/24.		●	●	●
Community Safety Plan A plan that addresses community safety initiatives across the City, including parking management, animal management, CCTV, graffiti removal and community amenity. The plan ensures the community feels connected and safe through direct service provision, as well as supporting and encouraging local organisations and community-led activities.	Q1 • Commence development of a draft Community Safety Plan 2024–2028. Q2 • Progress development of the draft Community Safety Plan 2024–2028. Q3 • Undertake community consultation to inform development of the draft Community Safety Plan 2024–2028. Q4 • Present the draft Community Safety Plan 2024–2028 to Council seeking endorsement.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Local laws Local laws are made under the *Local Government Act 1995* to cover matters considered necessary for the good government of the City. Local laws are reviewed every 8 years in accordance with the Act. The next 8-yearly review is set to take place in 2029/30.	Q1 • Progress amendments to local laws as required. Q2 • Progress amendments to local laws as required. Q3 • Progress amendments to local laws as required. Q4 • Progress amendments to local laws as required.	●	●	●	●
WA Dog Amendment (Stop Puppy Farming) Bill 2021 An amendment to the *Dog Act 1976* which is intended to prevent unregistered dog breeders from establishing puppy farms. The Bill gives local governments the responsibility to manage and inspect registered breeders, oversee changes from pet shops to adoption centres, and provide input into a centralised State-based data repository for dog registrations.	No milestones for 2023/24.	●	●		
Review of WA *Cat Act 2011* A statutory review of the *Cat Act 2011* which is likely to bring about changes to the way local governments manage cats, particularly in relation to nuisance issues.	No milestones for 2023/24.	●	●		

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 400: Social | GRI 413: Local communities				
413-1	**Operations with local community engagement, impact assessments, and development programs**	Number of incidents reported to the City (total and by type (top 5)	Annual	City of Joondalup
		Number of graffiti removals completed (total and by property type)	Annual	City of Joondalup
		Percentage of graffiti removals completed within 2 working days of reporting	Annual	City of Joondalup
		Number of children immunised (total and by location)	Annual	City of Joondalup
		Number of vaccinations administered (total and by location)	Annual	City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with Ranger services	Biennial	City of Joondalup
	Percentage satisfaction with pool inspection services	Biennial	City of Joondalup
	Percentage satisfaction with environmental health services	Biennial	City of Joondalup
	Percentage satisfaction with community safety services	Biennial	City of Joondalup
	Percentage satisfaction with emergency management	Biennial	City of Joondalup
Swimming pool inspections	Number of regulatory swimming pool inspections completed	Annual	City of Joondalup
	Number of subsequent (non-regulatory) inspections completed	Annual	City of Joondalup
	Number of private swimming pools not inspected at least once in a 4-year period.	Annual	City of Joondalup
	Percentage of private swimming pools not inspected at least once in a 4-year period.	Annual	City of Joondalup

Title/name	Measure	Timeframe	Source
Professional lifeguard services	Number of hours of beach lifeguard services funded by the City	Annual	Surf Life Saving Western Australia
	Number of rescues performed by beach lifeguard services contracted by the City	Annual	Surf Life Saving Western Australia
	Number of preventative actions performed by beach lifeguard services contracted by the City	Annual	Surf Life Saving Western Australia
	Number of first aid treatments performed by beach lifeguard services contracted by the City	Annual	Surf Life Saving Western Australia
Environmental health	Number of environmental health requests received (total and by type)	Annual	City of Joondalup
Dog and cat registrations	Number of dog registration (total and new)	Annual	City of Joondalup
	Number of cat registrations (total and new)	Annual	City of Joondalup
CCTV images	Number of requests for CCTV images by Western Australia Police Force	Annual	City of Joondalup
	Percentage of requests for CCTV images by Western Australia Police Force issued	Annual	City of Joondalup

Outcome 1-2 Inclusive and connected

You enjoy local services and programs that cater for different ages, abilities and backgrounds.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Community development programs, events and activities Programs, events and activities which contribute towards building a strong, resilient and connected community.	Q1 • Deliver scheduled programs, events and activities for the quarter. Q2 • Deliver scheduled programs, events and activities for the quarter. Q3 • Deliver scheduled programs, events and activities for the quarter. Q4 • Deliver scheduled programs, events and activities for the quarter.	●	●	●	●
Youth development programs, events and activities Programs, events and activities designed specifically for young people to help them engage with their peers in a safe and supportive environment.	Q1 • Deliver scheduled youth development programs and activities for the quarter. • Deliver scheduled youth events for the quarter, including: · Youth Forum · Winter Youth Event Series Q2 • Deliver scheduled youth development programs and activities for the quarter. • Deliver scheduled youth events for the quarter, including: · Spring Youth Event Series Q3 • Deliver scheduled youth development programs and activities for the quarter. • Deliver scheduled youth events for the quarter, including: · BMX, Skate and Scooter Competition Series · Defeat the Beat · Summer Youth Event Series Q4 • Deliver scheduled youth development programs and activities for the quarter. • Deliver scheduled youth events for the quarter, including: · Autumn Youth Event Series	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Age Friendly Plan A plan which articulates the City's commitment to fostering active ageing environments, where opportunities for health, wellbeing, security and participation are maximised to achieve optimal quality of life.	Q1 • Implement scheduled actions from the Age-Friendly Plan 2018/19–2022/23 for the quarter, including: · Intergenerational Toolkit workshop · Seniors Gathering Q2 • Implement scheduled actions from the Age-Friendly Plan 2018/19–2022/23 for the quarter, including: · Digital literacy research · Housing options campaign Q3 • Implement scheduled actions from the Age-Friendly Plan 2018/19–2022/23 for the quarter, including: · Memory Café training · Seniors Gathering Q4 • Implement scheduled actions from the Age-Friendly Plan 2018/19–2022/23 for the quarter, including: · Seniors lifestyle roadshow · Seniors lifestyle expo				
Community Funding Program A funding program consisting of 2 rounds intended for the delivery of community-initiated projects, programs and events that benefit the City of Joondalup community.	Q1 • Advertise round 1 of the Community Funding Program and deliver information workshops. • Evaluate the submissions received and determine the preferred recipients. Q2 • Provided recommendations to Council for approval. • Issue the funding agreements and payments for successful round 1 applicants. Q3 • Advertise round 2 of the Community Funding Program and deliver information workshops. • Evaluate the applications received and determine the preferred recipients. Q4 • Provided recommendations to Council for approval. • Issue the funding agreements and payments for successful round 2 applicants.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Access and Inclusion Plan A plan which contributes towards the creation of accessible and inclusive communities through the provision and improvement of services, events, processes, and spaces for the community.	Q1 • Implement scheduled actions from the Access and Inclusion Plan 2021/22–2023/24 for the quarter, including: · Access and Inclusion Plan Annual Report				
	Q2 • Implement scheduled actions from the Access and Inclusion Plan 2021/22–2023/24 for the quarter, including: · Access and Inclusion Plan Annual Report · Access and inclusion training for Elected Members				
	Q3 • Implement scheduled actions from the Access and Inclusion Plan 2021/22–2023/24 for the quarter.				
	Q4 • Implement scheduled actions from the Access and Inclusion Plan 2021/22–2023/24 for the quarter, including: · Access and inclusion training for City staff.				
Regional Homelessness Plan A joint plan with the City of Wanneroo which includes a series of actions that demonstrate the Cities' commitment to ensuring that people at-risk of experiencing homelessness have the optimum opportunity to improve their circumstances.	Q1 • Implement agreed actions from the Regional Homelessness Plan 2022/23–2025/26 for the quarter.	●	●	●	●
	Q2 • Implement agreed actions from the Regional Homelessness Plan 2022/23–2025/26 for the quarter.				
	Q3 • Implement agreed actions from the Regional Homelessness Plan 2022/23–2025/26 for the quarter.				
	Q4 • Implement agreed actions from the Regional Homelessness Plan 2022/23–2025/26 for the quarter.				

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 400: Social | GRI 406: Non-discrimination				
406-1	**Incidents of discrimination and corrective actions taken**	Number of reports of discrimination in relation to the City, its services and spaces	Annual	City of Joondalup
		Number of requests for documents/media in alternative formats	Annual	City of Joondalup

Other performance indicators:

Project/activity	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with the City as a place to live	Biennial	City of Joondalup
	Percentage satisfaction with community development services	Biennial	City of Joondalup
Volunteer work	Number of volunteers engaged by the City	Annual	City of Joondalup
	Number of volunteers engaged through the Joondalup Volunteer Resource Centre	Annual	City of Joondalup
Community Funding Program	Names of community groups receiving grants/ contributions	Annual	City of Joondalup
	Value of grants/contributions distributed to community groups (total and by community group)	Annual	City of Joondalup

Outcome 1-3 Active and social

You enjoy quality local activities and programs for sport, learning and recreation.

Key capital works projects:

Capital works project	Suburb	Planned completion*	Total project budget
Sorrento Surf Life Saving Club redevelopment Redevelopment of the existing Sorrento Surf Life Saving Club facility to support and enhance usage and include a commercial component.	Sorrento	2026/27	$

*Planned completion refers to the completion of construction works; other actions, such as inspections, launches, etc, may occur after this date.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Community, Youth Development and Libraries Plan A new plan for the integrated delivery of City programs and infrastructure that support community development, youth development, library services, access and inclusion, and age-friendly communities.	Q1 • Progress development of the draft Community, Youth Development and Libraries Plan. Q2 • Undertake community consultation activities to inform development of the draft Community, Youth Development and Libraries Plan. Q3 • Undertake community consultation activities to inform development of the draft Community, Youth Development and Libraries Plan. • Present the draft Community Development and Libraries Plan to Elected Members seeking feedback. Q4 • Present the draft Community, Youth Development and Libraries Plan to Council seeking endorsement.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Library programs, events and activities Programs, events and activities that enhance the wellbeing and capacity of the community, with a focus on life-long learning and literacy.	Q1 • Deliver scheduled programs, events and activities for the quarter. Q2 • Deliver scheduled programs, events and activities for the quarter. Q3 • Deliver scheduled programs, events and activities for the quarter. Q4 • Deliver scheduled programs, events and activities for the quarter.	●	●	●	●
Clubs in-focus professional development program A professional development program to assist local club volunteers to perform their roles and ensure ongoing club sustainability and success.	Q1 • Commence development of the Clubs in-focus professional development program 1. • Deliver the Clubs in-focus professional development program 2 to club volunteers. Q2 • Promote the Clubs in-focus professional development program 1. • Review the Clubs in-focus professional development program 2. Q3 • Deliver the Clubs in-focus professional development program 1 to club volunteers. • Commence development of the Clubs in-focus professional development program 2. Q4 • Review the Clubs in-focus professional development program 1. • Promote the Clubs in-focus professional development program 2.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with library services	Biennial	City of Joondalup
	Percentage satisfaction with Craigie Leisure Centre	Biennial	City of Joondalup
Craigie Leisure Centre	Number of members of Craigie Leisure Centre	Annual	City of Joondalup
	Percentage increase/decrease in memberships at Craigie Leisure Centre	Annual	City of Joondalup
	Average weekly attendance at Craigie Leisure Centre	Annual	City of Joondalup

Title/name	Measure	Timeframe	Source
KidSport program	Amount distributed to young people through the KidSport program	Annual	Department of Local Government, Sport and Cultural Industries
	Number of young people supported through the KidSport program	Annual	Department of Local Government, Sport and Cultural Industries
Sporting group contributions	Amount contributed to sporting clubs (total and by club)	Annual	City of Joondalup
Libraries	Number of new Library members, 5-year trend	Annual	City of Joondalup
	Number of library items issued, 5-year trend	Annual	City of Joondalup
	Number of people attending libraries (total and by library)	Annual	City of Joondalup

Outcome 1-4 Artistic and creative

You celebrate, support and participate in art and events in your local area.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Cultural Plan A plan which provides strategic direction for the City's arts and cultural activities over a 5-year period to ensure investment is directed towards the programming and infrastructure most valued by the community.	Q1 • Implement scheduled actions from the Cultural Plan 2021–2025 for the quarter. Q2 • Implement scheduled actions from the Cultural Plan 2021–2025 for the quarter. Q3 • Implement scheduled actions from the Cultural Plan 2021–2025 for the quarter. Q4 • Implement scheduled actions from the Cultural Plan 2021–2025 for the quarter.	●	●	●	●
Public Art Masterplan and Strategy A new masterplan and strategy to define the principles and priorities for public art in the City and guide resources and funding towards relevant public art projects that enhance the City's built environment, distinctive natural assets, significant Indigenous sites, historic locations and key destinations.	Q1 • Liaise with the external consultant to present the proposed objectives and themes for the draft Public Art Masterplan and Strategy 2023–2033 to the Strategic Community Reference Group for discussion and feedback. Q2 • Liaise with the external consultant to undertake community consultation to inform development of the draft Public Art Masterplan and Strategy 2023–2033. • Liaise with the external consultant to present the draft Public Art Masterplan and Strategy 2023–2033 to Elected Members seeking feedback. Q3 • Present the Public Art Masterplan and Strategy 2023–2033 to Council seeking endorsement. Q4 • Commence implementation of the Public Art Masterplan and Strategy 2023–2033.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Visual arts program An annual program of visual art that provides the community with access to contemporary, quality artworks, supports local arts development, and promotes Joondalup as a vibrant cultural destination (annual projects).	Q1 • Coordinate the delivery of a mural arts project as part of the Mural Arts Program. • Commission new artwork as part of the Inside-Out Billboard Project at the Joondalup Library. • Monitor for opportunities to initiate public art projects, as appropriate. Q2 • Monitor for opportunities to initiate public art projects, as appropriate. • Display new artwork as part of the Inside-Out Billboard Project at the Joondalup Library. • Deliver the Artist in Focus exhibition 2023. Q3 • Coordinate the delivery of a mural arts project as part of the Mural Arts Program. • Commission new artwork as part of the Inside-Out Billboard Project at the Joondalup Library. • Monitor for opportunities to initiate public art projects, as appropriate. Q4 • Deliver the Community Art Exhibition. • Coordinate the delivery of a mural arts project as part of the Mural Arts Program. • Display new artwork as part of the Inside-Out Billboard Project at the Joondalup Library. • Monitor for opportunities to initiate public art projects, as appropriate.	●	●	●	●
Arts development program An annual program of community arts development activities, including the Arts in Focus program, Community Funding, Arts Development Scheme and Connecting Creatives database.	Q1 • Commence development of a Connecting Creatives database. • Commence the Arts Development Scheme funding round. Q2 • Advertise the Arts Development Scheme funding. Q3 • Coordinate rehearsals for the Community Choral Project. • Deliver the Arts in Focus networking sundowner and Community Choral Project performance. • Evaluate the applications received for the Arts Development Scheme funding. Q4 • Present the recommended grant recipients for the Arts Development Scheme funding ($10,000+) to Council seeking endorsement. • Determine the preferred recipients for the Arts Development Scheme funding (under $10,000).	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
25-Year Invitation Art Prize Retrospective Showcase A 25-year retrospective celebration and exhibition of the Invitation Art Prize recipients and the City's art collection.	Q1 • Coordinate the delivery of the Retrospective Showcase and themed exhibitions in the Joondalup Library. Q2 • Coordinate the delivery of the Retrospective Showcase at Westfield Whitford City. Q3 • Coordinate the delivery of the Retrospective Showcase and themed exhibitions in the Joondalup Library. Q4 • Coordinate the delivery of the Retrospective Showcase and themed exhibitions in the Joondalup Library.				
Cultural events program An annual program of community cultural events that build community spirit and cultural identity and provide opportunities for community participation.	Q1 • Deliver scheduled program of cultural events for the quarter. Q2 • Deliver scheduled program of cultural events for the quarter. Q3 • Deliver scheduled program of cultural events for the quarter. Q4 • Undertake a review of the cultural events program for 2023/24 and develop the program for 2024/25.	●	●	●	●
Performing Arts Centre (Joondalup City Centre) A dedicated arts facility proposed for the hosting of performing arts and cultural events and activities within the Joondalup City Centre.	No milestones for 2023/24.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 200: Economic | GRI 203: Indirect economic impacts				
203-2	**Significant indirect economic impacts**	Value of events sponsored by the City under the Corporate Sponsorship Program (excludes community funding)	Annual Annual	City of Joondalup City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with cultural services	Biennial	City of Joondalup
	Satisfaction/enjoyment of City cultural events (total and by event)	Annual	City of Joondalup
Cultural events program	Number of attendees at major City cultural events (total and by event)	Annual	City of Joondalup
Visual arts program	Names of new artwork acquired	Annual	City of Joondalup
	Value of full artwork collection	5 years	City of Joondalup

Outcome 1-5 Cultural and diverse

You understand, value and celebrate the City's unique Aboriginal and other diverse cultures and histories.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Reconciliation Action Plan A new plan which will set out the City's commitment to reconciliation with Aboriginal and Torres Strait Islander peoples.	Q1 • Submit the draft Reconciliation Action Plan to Reconciliation Australia seeking feedback. Q2 • Present the draft Reconciliation Action Plan to Council seeking endorsement. • Submit the endorsed Reconciliation Action Plan to Reconciliation Australia seeking endorsement. Q3 • Launch the Reconciliation Action Plan. • Commence implementation of the Reconciliation Action Plan. Q4 • Deliver scheduled actions from the Reconciliation Action Plan for the quarter.	●	●	●	●
NAIDOC Week Events and programs to mark national NAIDOC Week which celebrates and recognises the history, culture and achievements of Aboriginal and Torres Strait Islander peoples.	Q1 • Deliver the NAIDOC Week Launch event as part of the civic functions program. • Deliver NAIDOC Week events as part of the arts development program. Q2 Q3 Q4	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Citizenship ceremonies and civic functions Delivery of high-quality citizenship ceremonies and civic functions that allow residents who are becoming new citizens to make the Australian citizenship pledge of commitment, and to recognise valuable contributions of City stakeholders.	Q1 • Deliver scheduled citizenship ceremonies for the quarter. • Deliver civic functions as required. Q2 • Deliver scheduled citizenship ceremonies for the quarter. • Deliver scheduled program of civic functions for the quarter, including: · Invitation Art Prize VIP Event · Remembrance Day Memorial Service • Deliver other civic functions as required. Q3 • Deliver scheduled citizenship ceremonies for the quarter. • Deliver scheduled program of civic functions for the quarter, including: · Valentine's Concert VIP Event · Joondalup Festival VIP Event · Community Art Exhibition VIP Event • Deliver other civic functions as required. Q4 • Deliver scheduled citizenship ceremonies for the quarter. • Deliver scheduled program of civic functions for the quarter, including: · ANZAC Day Dawn Service · Joondalup Dinner • Deliver other civic functions as required.	●	●	●	●
Local Heritage Survey An inventory of places which are, or may become, culturally significant to the local community. All local governments in Western Australia are required to prepare local heritage surveys under the *Heritage Act 2018*.	Q1 • Progress assessment of nominations for the draft Local Heritage Survey. Q2 • Present the draft Local Heritage Survey to Elected Members prior to undertaking community consultation. Q3 • Undertake community consultation activities on the draft Local Heritage Survey. • Present the draft Local Heritage Survey to the Policy Committee. Q4 • Present the draft Local Heritage Survey to Council seeking endorsement.				●

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Citizenship ceremonies	Number of citizenship ceremonies conducted	Annual	City of Joondalup
	Number of new citizens taking pledge of commitment	Annual	City of Joondalup

2 Environment

Our goal:

We have a beautiful natural environment which we care for and protect. We demonstrate best-practice in sustainability and environmental management. Our community is actively involved in conservation and sustainability initiatives and we share responsibility for preserving our natural assets for future generations.

Your outcomes:

2-1 Managed and protected

You value and enjoy the biodiversity in local bushland, wetland and coastal areas.

2-2 Clean and sustainable

You are supported to minimise waste and live sustainably in a clean environment.

2-3 Responsible and efficient

You benefit from a responsible and efficient use of natural resources.

2-4 Resilient and prepared

You understand and are prepared for the impacts of climate change and natural disasters.

Services:

The following services align to this theme and are delivered to the community, as well as providing internal support to our workforce in the delivery of services, projects and activities. The information below indicates whether the service is statutory or discretionary, the associated costs of delivering the service, the number of full time equivalent (FTE) employees delivering the service, and whether there is a service level change from the previous year — 2022/23.

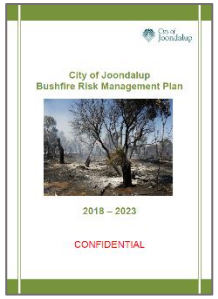
Service	Net service cost including depreciation	Depreciation	FTE
Environmental planning and development *(statutory and discretionary)* • Environmental planning • Environmental strategies • Environmental reporting • Natural areas and catchment management • Environmental education and leadership	$	$	
Litter collection *(discretionary)* • Litter collection	$	$	
Natural areas management *(statutory and discretionary)* • Conservation works • Natural areas maintenance	$	$	
Technical engineering support services *(statutory and discretionary)* • Urban development advice • Coastal monitoring and adaptation management • Rainfall monitoring and stormwater management	$	$	

Service	Net service cost including depreciation	Depreciation	FTE
Waste management *(statutory and discretionary)* • General waste collection • Recycling collection • Green waste collection • Bulk green waste collection • Bulk hard waste collection • Regional partnerships management • Waste education	$	$	
Natural areas/buildings not allocated to an FTE or specific service*	$	$	
Total	**$**	**$**	

*Direct expenditure against an asset is identified separately to inform maintenance and renewal programs. This expenditure includes utility, maintenance and external contractor costs. Natural area/building assets may be used in the delivery of a range of services and programs in the Environment key theme and have therefore not been linked to one specific service. Allocating costs against an asset allows the City to capture data which informs maintenance, replacement and capital works programs.

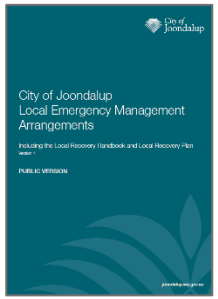
Plans, strategies and frameworks:

The following plans, strategies and frameworks align to this theme and provide guidance in delivering the projects and activities to achieve our goal. These documents address a range of subject matters and are therefore structured in different ways and customised to achieve the specific objectives being targeted.



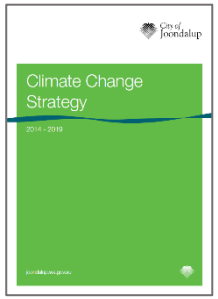
Bushfire Risk Management Plan 2018–2023

The Bushfire Risk Management Plan guides us in providing a coordinated and efficient approach to the identification, assessment and treatment of assets exposed to bushfire-related risk within the City of Joondalup. The overarching objective of the plan is to effectively manage bushfire-related risk within the City in order to protect people, assets and the environment.



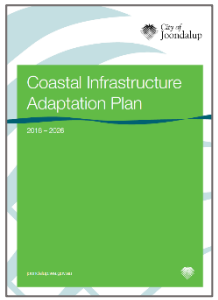
City of Joondalup Local Emergency Management Arrangements

The City of Joondalup Local Emergency Management Arrangements provide an operational guide for the recovery phase of an emergency that might occur in our region. The aim of the document is to detail our emergency management arrangements and to ensure that a recorded understanding exists between the agencies and stakeholders involved in managing emergencies within the City. Local emergency management arrangements are a requirement for all local governments under the *Emergency Management Act 2005*.



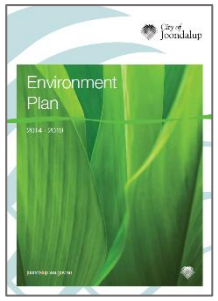
Climate Change Strategy 2014–2019

The Climate Change Strategy guides our planning for the future impacts of climate change across a range of areas relevant to local government, including infrastructure, health services, water management, emergency management, and the natural environment. The strategy includes mitigation and adaptation strategies, to both minimise the severity of climate change, and help us to prepare and adapt to current and future impacts of climate change. This strategy has reached the end of its 5-year period and is currently under review. A new plan will be finalised in 2023/24.



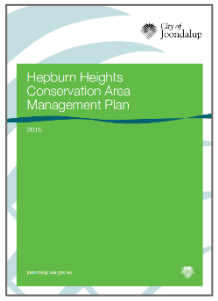
Coastal Infrastructure Adaptation Plan 2018–2026

The Coastal Infrastructure Adaptation Plan guides our response to the future impacts of climate change along the coastline. The plan aims to ensure we are adequately prepared to adapt to current and future coastal hazards, and to ensure the risk to City of Joondalup infrastructure and assets is minimised.



Environment Plan 2014–2019

The Environment Plan outlines our commitment to conserving, enhancing and rehabilitating the City of Joondalup's natural assets to ensure the long-term protection of the environment for future generations. The plan guides our strategic response to local environmental pressures, and ensures that our operations are delivered in an environmentally-sustainable manner and that we take measures to effectively influence positive environmental behaviours within the community. This plan has reached the end of its 5-year period and is currently under review. A new plan will be finalised in 2023/24.

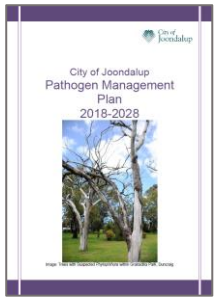


Natural Area Management Plans

We have a range of Natural Area Management Plans which cover a number of sites across the City of Joondalup, including Central Park, Craigie Bushland, Hepburn Heights Conservation Area, Hillarys–Kallaroo Foreshore Reserve, Lilburne Park, Marmion Foreshore Reserve, Mullaloo Foreshore Reserve, Ocean Reef Foreshore Reserve, Shepherds Bush Reserve, Sorrento Foreshore Reserve, and Warwick Open Space Bushland. These plans provide a framework for protecting and enhancing biodiversity values, whilst maintaining appropriate community access and awareness of the sites. The plans are used to guide our maintenance and capital works schedules, as well as provide guidance to our employees, contractors and Friends' Groups.

Local Government Waste Plan — City of Joondalup

The Local Government Waste Plan leads our waste management practices which align with the objectives of the State Waste Avoidance and Resource Recovery Strategy 2030. The Plan focuses on improving our practices and providing the groundwork to inform the long-term planning for waste. Waste management plans are a requirement of all local governments under the *Waste Avoidance and Resource Recovery Act 2007*.

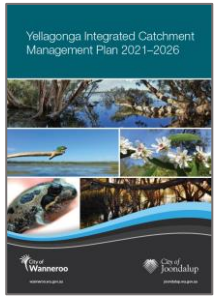


Pathogen Management Plan 2018–2028

The Pathogen Management Plan identifies pathogen risk factors, prioritises natural areas for pathogen management and identifies key management actions to protect the City's biodiversity values. The plan provides guidance on the management of pathogens within the City to minimise the risk of pathogen introduction and spread, and identifies strategies to engage the community and key stakeholders in order to raise the awareness of pathogens within the City of Joondalup.

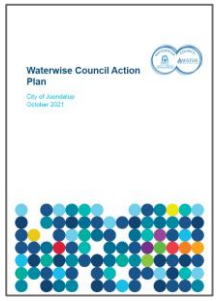
Weed Management Plan 2023–2033

The Weed Management Plan details an integrated weed management approach which prevents, monitors and controls the spread of weeds within the City of Joondalup. The plan guides our ongoing weed management of natural areas, parks and urban landscaping areas to protect native vegetation and ecosystems, as well as the amenity, functionality and aesthetics of parks and urban landscaping areas.



Yellagonga Integrated Catchment Management Plan 2021–2026

The Yellagonga Integrated Catchment Management Plan is a joint plan with the City of Wanneroo which provides a holistic and long-term strategic framework to improve catchment health and protect the diverse values of Yellagonga Regional Park. The Yellagonga Integrated Catchment Management Plan ensures the continued collaborative delivery of the projects that have proven to be effective in monitoring and improving the health of the Yellagonga wetlands.



Waterwise Council Action Plan 2021–2026

The Waterwise Council Action Plan outlines the City's waterwise vision and provides strategic direction for the City's water management goals and actions over the next five years. The plan addresses both corporate and community water management goals and actions as aspects of a waterwise city.

Outcome 2-1 Managed and protected

You value and enjoy the biodiversity in local bushland, wetland and coastal areas.

Capital works programs:

Program	Expenditure for 2023/24		Revenue for 2023/24	
Park and public open space				
Foreshores and natural areas program	$		$	

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Environment Strategy A strategy that outlines the City's commitment to conserving, enhancing and rehabilitating the City of Joondalup's natural assets to ensure the long-term protection of the environment for future generations.	Q1 • Implement scheduled actions from the Environment Plan 2014–2019 for the quarter. • Present the draft Environment Strategy 2023–2033 to Council seeking endorsement to undertake community consultation. • Undertake community consultation activities on the draft Environment Strategy 2023–2033. Q2 • Implement scheduled actions from the Environment Plan 2014–2019 for the quarter. • Present the draft Environment Strategy 2023–2033 to Council seeking endorsement. Q3 • Commence implementation of the Environment Strategy 2023–2033. Q4 • Implement scheduled actions from the Environment Strategy 2023–2033 for the quarter.	●	●	●	●
Weed Management Plan A plan which details an integrated weed management approach which prevents, monitors and controls the spread of weeds within the City of Joondalup.	Q1 • Implement scheduled actions from the Weed Management 2023–2033 for the quarter. Q2 • Implement scheduled actions from the Weed Management 2023–2033 for the quarter. Q3 • Implement scheduled actions from the Weed Management 2023–2033 for the quarter. Q4 • Implement scheduled actions from the Weed Management 2023–2033 for the quarter.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Natural area management plans A set of plans for protecting and enhancing biodiversity values across a number of sites, including Central Park, Craigie Bushland, Hepburn Heights Conservation Area, Hillarys–Kallaroo Foreshore Reserve, Lilburne Park, Marmion Foreshore Reserve, Mullaloo Foreshore Reserve, Ocean Reef Foreshore Reserve, Shepherds Bush Reserve, Sorrento Foreshore Reserve, and Warwick Open Space Bushland.	Q1 • Present the draft Iluka–Burns Beach Foreshore Reserve Management Plan to Council seeking endorsement to undertake community consultation. • Engage a consultant to undertake flora surveys in Warwick Bushland and Ocean Reef Foreshore Reserve. • Engage a consultant to deliver twice-yearly Quenda monitoring in Craigie Bushland. Q2 • Engage a consultant to report against the natural area key performance indicators, if required. • Undertake community consultation activities on the Iluka–Burns Beach Foreshore Reserve Management Plan. Q3 • Present the Iluka–Burns Beach Foreshore Reserve Management Plan to Council seeking endorsement. • Engage a consultant to deliver a genetic analysis of Quenda in Craigie Bushland to assess population diversity and inform development of a Craigie Bushland Fauna Management Plan. Q4 • Update the implementation plans for the Warwick Bushland and Ocean Reef Foreshore Reserve Management Plans.	●	●	●	●
Yellagonga Integrated Catchment Management Plan A joint plan with the City of Wanneroo which provides a holistic and long-term strategic framework to improve catchment health and protect the diverse values of Yellagonga Regional Park.	Q1 • Deliver scheduled actions from the Yellagonga Integrated Catchment Management Plan 2021–2026 for the quarter. Q2 • Deliver scheduled actions from the Yellagonga Integrated Catchment Management Plan 2021–2026 for the quarter. Q3 • Deliver scheduled actions from the Yellagonga Integrated Catchment Management Plan 2021–2026 for the quarter. Q4 • Deliver scheduled actions from the Yellagonga Integrated Catchment Management Plan 2021–2026 for the quarter.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 300: Environmental | GRI 304: Biodiversity				
304-3	**Habitats protected or restored**	Amount of native vegetation protected (hectares) under the City's Local Planning Scheme No 3, Metropolitan Region Scheme and Bush Forever	Annual	City of Joondalup
		Number of plants grown in the City's nursery and provided to Friends' Groups for planting projects	Annual	City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with conservation and natural area management services	Biennial	City of Joondalup

Outcome 2-2 Clean and sustainable

You are supported to minimise waste and live sustainably in a clean environment.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24		2024/25	2025/26	2026/27	2027/28
Local Government Waste Plan — City of Joondalup This plan guides the City's waste management practices to ensure increased diversion from landfill. The plan focuses on improving practices and providing the groundwork to inform the long-term planning for waste.	Q1	• Deliver scheduled actions from the Local Government Waste Plan — City of Joondalup (2022) for the quarter.	●	●	●	●
	Q2	• Deliver scheduled actions from the Local Government Waste Plan — City of Joondalup (2022) for the quarter.				
	Q3	• Deliver scheduled actions from the Local Government Waste Plan — City of Joondalup (2022) for the quarter.				
	Q4	• Deliver scheduled actions from the Local Government Waste Plan — City of Joondalup (2022) for the quarter.				
Food organics, garden organics (FOGO) bin service Investigation into the potential transition from a garden organics (GO) bin to a food organics, garden organics (FOGO) bin for residential waste service delivery.	Q1	• Present a report to Council on the outcomes of the investigation and joint tender process.	●	●		
	Q2	• Commence preparation for the implementation of the new service (GO or FOGO).				
	Q3	• Commence implementation of the new service (GO or FOGO).				
	Q4					

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Environmental education program A program that delivers a range of environmental education initiatives for residents, schools, businesses and the broader community. The program encourages sustainability related to biodiversity, waste, water, transport and climate change.	Q1 • Develop the environmental education program schedule for 2023/24. • Deliver scheduled activities and events as part of the environmental education program for the quarter.	●	●	●	●
	Q2 • Deliver scheduled activities and events as part of the environmental education program for the quarter.				
	Q3 • Deliver scheduled activities and events as part of the environmental education program for the quarter.				
	Q4 • Deliver scheduled activities and events as part of the environmental education program for the quarter.				

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 300: Environmental | GRI 306: Waste				
306-1	**Waste generation and significant waste-related impacts**	Amount of residential waste collected (by waste stream)	Annual	Mindarie Regional Council
		Percentage of residential waste diverted from landfill	Annual	Mindarie Regional Council
		Average amount of waste collected per household	Annual	City of Joondalup
		Amount of litter collected by the City	Annual	City of Joondalup
306-2	**Management of significant waste-related impacts**	Amount of bulk waste collected from kerbside collections	Annual	Cleanaway
		Amount of bulk waste collected from kerbside collections that is recycled	Annual	Cleanaway, Incredible Bulk

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with waste management services	Biennial	City of Joondalup
Community waste education	Number of community waste education classroom sessions conducted with schools	Annual	City of Joondalup
	Number of community waste education sessions conducted with community groups	Annual	City of Joondalup
Environmental education program	Number of environmental education events/initiatives delivered	Annual	City of Joondalup

Outcome 2-3 Responsible and efficient

You benefit from a responsible and efficient use of natural resources.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Waterwise Council Program A program run jointly by the WA Department of Water and Environmental Regulation and Water Corporation to support local governments to improve water efficiency and help create waterwise communities.	Q1 • Implement scheduled actions within the Waterwise Council Action Plan 2021–2026 for the quarter. • Submit application to the WA Department of Water and Environmental Regulation and Water Corporation seeking re-accreditation under the Waterwise Council Program.				
	Q2 • Implement scheduled actions within the Waterwise Council Action Plan 2021–2026 for the quarter.	●	●	●	●
	Q3 • Implement scheduled actions within the Waterwise Council Action Plan 2021–2026 for the quarter.				
	Q4 • Implement scheduled actions within the Waterwise Council Action Plan 2021–2026 for the quarter.				

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 300: Environmental | GRI 302: Energy				
302-1	**Energy consumption within the organisation**	Amount of energy used by the City (not including Western Power-owned street lighting)	Annual	Azility
GRI 300: Environmental | GRI 303: Water and effluents				
303-3	**Water withdrawal**	Amount of groundwater used by the City	Annual	Azility
		Amount of scheme water used by the City	Annual	Azility

GRI	Disclosure title	Measure	Timeframe	Source
GRI 300: Environmental | GRI 305: Emissions				
305-5	**Reduction of GHG emissions**	Amount of net greenhouse gas emissions generated by the City	Annual	Azility
		Percentage increase/decrease in net greenhouse gas emissions generated by the City	Annual	Azility
		Amount of renewable energy generated by the City	Annual	SimplyCity Dashboard and Inverter data
		Amount of carbon offsets purchased to offset 100% of City's fleet emissions	Annual	City of Joondalup

Other performance indicators:

Nil

Outcome 2-4 Resilient and prepared

You understand and are prepared for the impacts of climate change and natural disasters.

Key capital works projects:

Capital works project	Suburb	Planned completion*	Total project budget
Coastal and estuarine mitigation program Renewal and upgrade of existing coastal protection infrastructure including the Marmion Angling and Aquatic Club seawall, Sorrento seawall, Sorrento groynes and Mullaloo seawall.	Various	2025/26	$

*Planned completion refers to the completion of construction works; other actions, such as inspections, launches, etc, may occur after this date.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Climate Change Plan A plan which guides the City's planning for the future impacts of climate change across a range of areas relevant to local government, including infrastructure, health services, water management, emergency management, and the natural environment.	Q1 • Implement scheduled actions from the Climate Change Strategy 2014–2019. • Present the draft Climate Change Plan 2023–2033 to Council seeking endorsement for community consultation. Q2 • Implement scheduled actions from the Climate Change Strategy 2014–2019. • Undertake community consultation activities on the draft Climate Change Plan 2023–2033. Q3 • Present the draft Climate Change Plan 2023–2033 to Council seeking endorsement. • Commence implementation of the Climate Change Plan 2023–2033. Q4 • Implement scheduled actions from the Climate Change Plan 2023–2033.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Bushfire Risk Management Plan A plan which guides the City in providing a coordinated and efficient approach to the identification, assessment and treatment of assets exposed to bushfire-related risk within the City of Joondalup.	Q1 • Implement scheduled actions from the Bushfire Risk Management Plan 2018–2023. • Appoint a consultant to undertake a review of the Bushfire Risk Management Plan 2018–2023.	●	●	●	●
	Q2 • Implement scheduled actions from the Bushfire Risk Management Plan 2018–2023. • Continue to work with the consultant on the review of the Bushfire Risk Management Plan 2018–2023.				
	Q3 • Implement scheduled actions from the Bushfire Risk Management Plan 2018–2023. • Continue to work with consultant on the review of the Bushfire Risk Management Plan 2018–2023.				
	Q4 • Present draft Bushfire Risk Management Plan 2024–2029 to Elected Members.				
Coastal Infrastructure Adaptation Plan A plan which guides the City's response to the future impacts of climate change along the coastline. The plan aims to ensure the City is adequately prepared to adapt to current and future coastal hazards, and to ensure the risk to City of Joondalup infrastructure and assets is minimised.	Q1 • Implement scheduled actions from the Coastal Infrastructure Adaptation Plan 2018–2026.	●	●	●	●
	Q2 • Implement scheduled actions from the Coastal Infrastructure Adaptation Plan 2018–2026.				
	Q3 • Implement scheduled actions from the Coastal Infrastructure Adaptation Plan 2018–2026.				
	Q4 • Implement scheduled actions from the Coastal Infrastructure Adaptation Plan 2018–2026.				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Coastal Hazard Risk Management and Adaptation Plan A plan developed under State Planning Policy 2.6 which identifies areas and assets that could potentially be impacted by coastal erosion and inundation hazards due to storm events and projected sea level rise. The plan provides recommendations and actions for how the City can respond and adapt to these coastal hazards.	Q1 • Undertake community consultation activities on the draft Coastal Hazard Risk Management and Adaptation Plan.				
	Q2 • Present the draft Coastal Hazard Risk Management and Adaptation Plan to Council seeking endorsement. • Commence implementation of the Coastal Hazard Risk Management and Adaptation Plan.	●	●	●	●
	Q3 • Implement scheduled actions from the Coastal Hazard Risk Management and Adaptation Plan.				
	Q4 • Implement scheduled actions from the Coastal Hazard Risk Management and Adaptation Plan.				

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Bushfire risk management	Number of hazard reduction grasstree burns undertaken	Annual	City of Joondalup
	Number of sites where manual fuel load reduction activities were undertaken	Annual	City of Joondalup

3 Place

Our goal:

We have well-planned and attractive suburbs and streetscapes, supported by a range of integrated transport options. Our urban landscapes are connected, useable and accessible. A high standard of liveability is enjoyed by our community who can access quality facilities and public open spaces.

Your outcomes:

3-1 Connected and convenient

You have access to a range of interconnected transport options.

3-2 Well-planned and adaptable

You enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

3-3 Attractive and leafy

You have access to quality public open spaces and enjoy appealing streetscapes.

3-4 Functional and accessible

You have access to quality community facilities that are functional and adaptable.

Services:

The following services align to this theme and are delivered to the community, as well as providing internal support to our workforce in the delivery of services, projects and activities. The information below indicates whether the service is statutory or discretionary, the associated costs of delivering the service, the number of full time equivalent (FTE) employees delivering the service, and whether there is a service level change from the previous year — 2022/23.

Service	Net service cost including depreciation	Depreciation	FTE
Building and planning compliance *(statutory and discretionary)* • Development compliance • Swimming pool inspections	$	$	
Building design and construction *(discretionary)* • Building design and construction	$	$	
Building maintenance *(discretionary)* • Cleaning • Building maintenance	$	$	
Building services *(statutory and discretionary)* • Building approvals • Land purchase enquiries • Building plan requests • Building verge permit applications	$	$	
Civil design and construction *(discretionary)* • Delivery of capital works programs • Survey and civil design • Road network management • Civil and pavement engineering advice	$	$	
Community facilities and sports floodlighting upgrades *(discretionary)* • Community facilities and sports floodlighting upgrades	$	$	

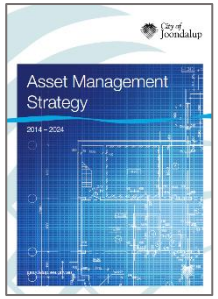
Service	Net service cost including depreciation	Depreciation	FTE
Electrical and lighting engineering *(discretionary)* • Lighting maintenance and upgrades • Electrical engineering advice and design	$	$	
Engineering maintenance *(statutory and discretionary)* • Engineering maintenance program • Road resurfacing and preservation • Stormwater drainage	$	$	
Fleet management and mechanical workshop *(discretionary)* • Fleet management • Fleet maintenance	$	$	
Landscape design *(discretionary)* • Park development works • Park equipment works • Streetscape enhancement works	$	$	
Major City project delivery *(discretionary)* • Delivery of major projects • Management of the City's land portfolio	$	$	
Parking activities *(statutory and discretionary)* • Commercial parking agreements • Paid parking management	$	$	
Park maintenance *(discretionary)* • Irrigation maintenance • Mowing and turf maintenance • Beach sand maintenance • Tree maintenance • Park maintenance • Weed control	$	$	

Service	Net service cost including depreciation	Depreciation	FTE
Planning and urban design *(statutory and discretionary)* • Urban planning • Development applications • Subdivision assessment • Planning advice and information • Cartographic services	$	$	
Property management *(discretionary)* • Property management	$	$	
Transport and traffic engineering *(statutory and discretionary)* • Road safety and transport initiatives • Strategic transport planning • Construction and event traffic management assessments • Transport engineering advice	$	$	
Buildings, parks and roads with no allocated FTE or service*	$	$	
Total	**$**	**$**	

*Direct expenditure against an asset is identified separately to inform maintenance and renewal programs. This expenditure includes utility, maintenance and external contractor costs. Assets (building, road, park, etc) may be used in the delivery of a range of services and programs in the Place key theme and have therefore not been linked to one specific service. Allocating costs against an asset allows the City to capture data which informs maintenance, replacement and capital works programs.

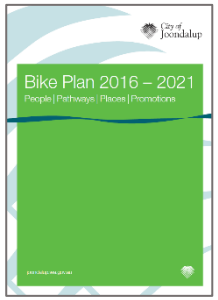
Plans, strategies and frameworks:

The following plans, strategies and frameworks align to this theme and provide guidance in delivering the projects and activities to achieve our goal. These documents address a range of subject matters and are therefore structured in different ways and customised to achieve the specific objectives being targeted.



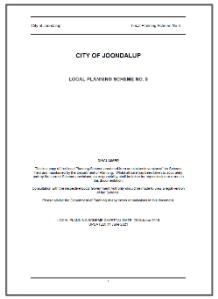
Asset Management Strategy 2014–2024

This strategy provides a whole-of-organisation approach to asset management at the City of Joondalup. The strategy defines and profiles the major infrastructure asset classes, forecasts future demands, defines governance structures and management arrangements, and outlines short, medium and long-term objectives for asset management improvements. The Asset Management Strategy informs separate Asset Class Management Plans, which assists the City in identifying major projects and actions to incorporate into the Capital Works Program.



Bike Plan 2016–2021

The Bike Plan provides the long-term vision, strategic framework and projects we will implement to make bike riding a part of everyday life and move us towards becoming a bike-friendly city. The plan promotes and supports bike riding and non-motorised transport, and provides actions across the four themes of people, pathways, places and promotions. This plan has reached the end of its five-year period and is currently under review. A new plan will be prepared following the adoption of an Integrated Transport Strategy.

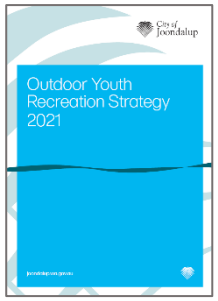


Local Planning Scheme No 3

The Local Planning Scheme sets controls for how land in the City of Joondalup can be used and developed. The Local Planning Scheme is linked to our Local Planning Strategy (see below). All local governments are required to develop local planning schemes in accordance with the *Planning and Development Act 2005*.

Local Planning Strategy

The Local Planning Strategy provides the strategic direction for land use planning and development for the City of Joondalup over the next 10 to 15 years, and is the strategic basis for the development of our Local Planning Scheme No 3 (see above). The strategy provides the rationale for the zoning and reservation of land in the scheme. All local governments are required to develop local planning strategies under the *Planning and Development Act 2005*. The Local Planning Strategy is currently under review.



Outdoor Youth Recreation Strategy 2021

The Outdoor Youth Recreation Strategy guides the future provision of facilities for outdoor youth recreation within the City of Joondalup. The strategy aims to take a strategic view on the future location of facilities and to strategically plan for the rationalisation of existing facilities (where appropriate) and the possible future development of new facilities in line with community need.

Property Management Framework

This Property Management Framework defines the classifications for which City-owned and managed property is held, establishes the categories and associated principles under which City-owned and managed property may be used and occupied, and promotes equitable, effective and sustainable management practices for the use and occupation of City-owned and managed property.

Public Open Space Framework

The Public Open Space Framework classifies our public open spaces according to primary function and manner of use, including sports parks, recreation parks, urban landscaping and natural areas. The framework identifies the appropriate infrastructure for each type of public open space and informs levels of service and maintenance schedules.

Outcome 3-1 Connected and convenient

You have access to a range of interconnected transport options.

Capital works programs:

Program	Expenditure for 2023/24	Revenue for 2023/24
Traffic management		
Blackspot program	$	$
Local traffic management program	$	$
Parking facilities program	$	$
Civil construction		
New pathways program	$	$
Pathway replacement program	$	$
Road construction program	$	$
Road preservation and rehabilitation program	$	$

Key capital works projects:

Capital works project	Suburb	Planned completion*	Total project budget
Eddystone Avenue -— Joondalup Drive to Honeybush Drive Upgrade of Eddystone Avenue from Joondalup Drive to Honeybush Drive. Works include construction of an additional westbound lane and modification of turning lanes at Joondalup Drive and Honeybush Drive intersections.	Joondalup	2025/26	$
Hepburn Avenue — Lilburne Avenue to Walter Padbury Boulevard Upgrade of Hepburn Avenue between Lilburne Avenue and Walter Padbury Boulevard, including the installation of traffic signals at Lilburne Avenue intersection and a dual-lane roundabout at Walter Padbury Boulevard intersection.	Various	2024/25	$

Capital works project	Suburb	Planned completion*	Total project budget
Hepburn Avenue/Amalfi Drive/Howland Road roundabout improvement Improvements to the Hepburn Avenue/Amalfi Drive/Howland Road roundabout. Works include pre-deflection on east approach, skid resistance treatments and upgrades to lighting, pedestrian and cyclist facilities.	Hillarys	2023/24	$
Hepburn Avenue/Karuah Way intersection improvement Improvements to the Hepburn Avenue/Karuah Way intersection. Works include left and right turn pockets, eastbound shoulder, kerb realignments, crossing relocation and upgrades to lighting, pedestrian and cyclist facilities.	Greenwood	2023/24	$
Hepburn Avenue/Moolanda Boulevard roundabout construction Upgrade of Hepburn Avenue and Moolanda Boulevard intersection to a two-lane roundabout, with pre-deflections on east and west leg approaches.	Various	2025/26	$
Hillarys cycle network expansion Upgrade to the coastal shared pathway, including other pathway-associated upgrades, between Hillarys and Burns Beach and the installation of a shared pathway along Hepburn Avenue between Gibson Avenue to Whitfords Avenue.	Various	2024/25	$
Joondalup Drive/Hodges Drive intersection upgrade Upgrade of Joondalup Drive/Hodges Drive intersection, including additional right turn lane from Hodges Drive to Joondalup Drive southbound and upgrades to turning pockets, lighting, pedestrian facilities and Mitchell Freeway southbound access.	Joondalup	2024/25	$
Joondalup Drive/Lakeside Drive (north) roundabout Upgrade of Joondalup Drive/Lakeside Drive (north) intersection to a roundabout. Works include northbound cycle lane bypass, skid resistance treatments and upgrades to lighting and pedestrian/cyclist facilities.	Joondalup	2024/25	$
Moolanda Boulevard pedestrian footbridge Renewal of the pedestrian footbridge over Moolanda Boulevard in Kingsley, including removal of the existing footbridge.	Kingsley	2024/25	$

*Planned completion refers to the completion of construction works; other actions, such as inspections, launches, etc, may occur after this date.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Integrated Transport Strategy A new strategy to guide multi-modal transport planning and inform strategic policy, advocacy and infrastructure decisions in the City over the next 10 years.	Q1 • Progress development of the draft Integrated Transport Strategy 2024–2034. Q2 • Progress development of the draft Integrated Transport Strategy 2024–2034. Q3 • Present the draft Integrated Transport Strategy 2024–2034 to Elected Members seeking feedback. Q4 • Present the draft Integrated Transport Strategy 2024–2034 to Council seeking endorsement.	●	●	●	●
Bike Plan A plan which provides the long-term vision, strategic framework and projects we will implement to make bike riding a part of everyday life and move us towards becoming a bike-friendly city.	Q1 • Implement scheduled actions from the Bike Plan 2016–2021 for the quarter. Q2 • Implement scheduled actions from the Bike Plan 2016–2021 for the quarter. Q3 • Implement scheduled actions from the Bike Plan 2016–2021 for the quarter. Q4 • Commence development of a new Bike Plan 2024–2034.	●	●	●	●
Integrated parking management system A new centralised system to manage all parking-related activities, including the replacement of current parking ticket machines, incorporating pay-by-phone/plate technology, and providing an enhanced electronic system to manage parking permits.	Q1 • Advertise the tender for a new parking management system. Q2 • Receive the tenders submitted for the new parking management system. Q3 • Evaluate the tenders submitted for the new parking management system. • Determine the preferred supplier for the new parking management system from the tenders submitted. Q4 • Present the preferred supplier and tender to Council seeking endorsement.	●	●		

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with roads	Biennial	City of Joondalup
	Percentage satisfaction with transport and traffic management services	Biennial	City of Joondalup
	Percentage satisfaction with parking management and provision	Biennial	City of Joondalup
Roads	Kilometres of road resurfaced by the City	Annual	City of Joondalup
Pathways	Kilometres of pathways constructed by the City (includes new and resurfaced)	Annual	City of Joondalup
	Number of bicycle trips through selected sites within the City	Annual	Metrocount
	Number of pedestrians through selected sites within the City	Annual	Metrocount
Parking	Value of parking fees collected (total and by location)	Annual	City of Joondalup

Outcome 3-2 Well-planned and adaptable

You enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Local Planning Strategy review A review of the City's Local Planning Strategy, including the Local Housing Strategy and Local Commercial Strategy, to ensure the ongoing applicability of the stated strategic direction for land use planning and development.	Q1 • Commence technical reporting and investigations for phase 2 of the Local Planning Strategy review.	●	●		
	Q2 • Progress phase 2 of the Local Planning Strategy review.				
	Q3 • Provide a report to Council on the outcomes of phase 2 of the Local Planning Strategy review. • Present the scope for phase 3 of the Local Planning Strategy review to Council seeking endorsement.				
	Q4 • Commence phase 3 of the Local Planning Strategy review.				
Local Planning Scheme No 3 review A review of the City's Local Planning Scheme No 3 in accordance with the *Planning and Development (Local Planning Schemes) Regulations* which includes a review of existing local planning policies and the development of new policies as recommended.	Q1	●	●		
	Q2				
	Q3				
	Q4 • Present a report to Council seeking endorsement to initiate an operational review of the Local Planning Scheme No 3.				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Local planning policies (relating to residential development) review A review of some of the City's local planning policies that relate to residential development, following implementation of the new Residential Design Codes by the Western Australian Planning Commission.	Q1 • Review local planning policies as scheduled by the Policy Committee, or due to changes to the State planning framework.	●			
	Q2 • Review local planning policies as scheduled by the Policy Committee, or due to changes to the State planning framework.				
	Q3 • Review local planning policies as scheduled by the Policy Committee, or due to changes to the State planning framework.				
	Q4 • Review local planning policies as scheduled by the Policy Committee, or due to changes to the State planning framework.				
State planning reform A program of major legislative, regulatory and policy changes to Western Australia's planning system.	Q1 • Implement actions resulting from the State planning reform process, as required.	●	●	●	●
	Q2 • Implement actions resulting from the State planning reform process, as required.				
	Q3 • Implement actions resulting from the State planning reform process, as required.				
	Q4 • Implement actions resulting from the State planning reform process, as required.				
Review of structure plans A review of the City's existing structure plans to assess if the structure plan is required, can be revoked, or can be incorporated into the Scheme.	Q1 • Undertake reviews of structure plans, as required.	●	●		
	Q2 • Undertake reviews of structure plans, as required.				
	Q3 • Undertake reviews of structure plans, as required.				
	Q4 • Undertake reviews of structure plans, as required.				

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 200: Economic | GRI 203: Indirect economic impacts				
203-2	**Significant indirect economic impacts**	Number of building permits issued (total and for the Joondalup City Centre)	Annual	City of Joondalup
		Value of building permits issued (total and for the Joondalup City Centre)	Annual	City of Joondalup
		Number of planning approvals determined (total and for the Joondalup City Centre)	Annual	City of Joondalup
		Value of planning approvals determined (total and for the Joondalup City Centre)	Annual	City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with development application process	Annual	City of Joondalup
	Percentage satisfaction with building application process	Annual	City of Joondalup
Development and building applications	Percentage of building applications determined within statutory timeframes (total and by type of application)	Annual	City of Joondalup
	Percentage of development applications determined within statutory timeframes (total and by application timeframe)	Annual	City of Joondalup
New dwellings	Number of new dwellings (total and by Joondalup City Centre, housing opportunity areas, suburb)	Annual	City of Joondalup

Outcome 3-3 Attractive and leafy

You have access to quality public open spaces and enjoy appealing streetscapes.

Capital works programs:

Program	Expenditure for 2023/24	Revenue for 2023/24
Park and public open space		
Parks development program	$	$
Parks equipment program	$	$
Streetscape enhancement program	$	$
Civil construction		
Lighting program	$	$
Stormwater drainage program	$	$

Key capital works projects:

Capital works project	Suburb	Planned completion*	Total project budget
Percy Doyle skate park/youth facility Development a new skate park facility at Percy Doyle Reserve.	Duncraig	2025/26	$
Warwick north cluster parks revitalisation Landscape improvements to Hillwood Park North, Carr Park and Hillwood Park South.	Warwick	2023/24	$

*Planned completion refers to the completion of construction works; other actions, such as inspections, launches, etc, may occur after this date.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Active reserve and community facility review A 3-yearly review of the City's active reserves and community facilities to inform capital works programming and recommendations for future refurbishments and upgrades.	Q1				
	Q2 • Commence the review of the City's active reserves and community facilities.			●	
	Q3 • Progress the review of the City's active reserves and community facilities.				
	Q4 • Provide a report of the outcomes of the review of the City's active reserves and community facilities to Council.				
Streetscape Enhancement Program — Leafy City program A program to plant trees along residential streets with the aim of increasing leafy canopy cover to help mitigate the heat-island effect.	Q1 • Deliver scheduled program of tree planting as part of the Leafy City program for the quarter.	●	●	●	●
	Q2 • Deliver scheduled program of tree maintenance as part of the Leafy City program for the quarter.				
	Q3 • Deliver scheduled program of tree maintenance as part of the Leafy City program for the quarter.				
	Q4 • Deliver scheduled program of tree maintenance as part of the Leafy City program for the quarter.				

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 300: Environmental | GRI 304: Biodiversity				
304-2	**Significant impacts of activities, products, and services on biodiversity**	Percentage of canopy cover in the City	Biennial	Department of Planning, Lands and Heritage

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with parks	Biennial	City of Joondalup
	Percentage satisfaction with landscaping design	Biennial	City of Joondalup
Streetscape enhancement	Number of trees planted by the City through the Leafy City Program and the winter urban tree planting program	Annual	City of Joondalup
Public open space upgrades	Number of play space renewals completed	Annual	City of Joondalup

Outcome 3-4 Functional and accessible

You have access to quality community facilities that are functional and adaptable.

Capital works programs:

Program	Expenditure for 2023/24	Revenue for 2023/24
Buildings and facilities		
Building construction works program	$	$
Major projects program	$	$

Key capital works projects:

Capital works project	Suburb	Planned completion*	Total project budget
Burns Beach — cafés/kiosks/restaurants Construction of a food and beverage facility at Burns Beach.	Burns Beach	2024/25	$
Burns Beach Coastal Node redevelopment Redevelopment of infrastructure at the Burns Beach Coastal Node, aligning with the construction of a food and beverage facility.	Burns Beach	2024/25	$
Christchurch Park change rooms refurbishment Refurbishment of toilet/changerooms including construction of additional storage facilities.	Currambine	2023/24	$
Civic Centre slab waterproofing Waterproofing of the suspended roof slabs and drainage improvements in the Civic Centre and Library undercroft parking areas.	Joondalup	2023/24	$
Greenwood Scout Hall refurbishment Refurbishment of the existing hall building to increase storage and improve functionality for facility users.	Greenwood	2023/24	$
Joondalup Administration roof balustrades Replacement of rooftop height safety balustrades and footing walls.	Joondalup	2023/24	$

Capital works project	Suburb	Planned completion*	Total project budget
Percy Doyle Football/Tee Ball Clubrooms Extension works to upgrade the existing changeroom building to support unisex standards, installation of a new park universal access toilet, and general building refurbishments to support the activities of facility users.	Duncraig	2024/25	$
Prince Regent Park facility refurbishment Refurbishment of toilet/changerooms and construction of external park universal access toilet, kiosk and additional storage facilities.	Heathridge	2024/25	$

*Planned completion refers to the completion of construction works; other actions, such as inspections, launches, etc, may occur after this date.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
City land portfolio management A periodic review of City freehold and managed Crown land to identify optimisation, potential rationalisation and acquisition opportunities.	Q1 • Investigate opportunities for optimisation of City freehold and managed Crown land. • Implement actions for the disposal and acquisition of properties as endorsed by Council. Q2 • Investigate opportunities for optimisation of City freehold and managed Crown land. • Implement actions for the disposal and acquisition of properties as endorsed by Council. Q3 • Investigate opportunities for optimisation of City freehold and managed Crown land. • Implement actions for the disposal and acquisition of properties as endorsed by Council. Q4 • Investigate opportunities for optimisation of City freehold and managed Crown land. • Implement actions for the disposal and acquisition of properties as endorsed by Council.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Property Management Framework A framework that defines the classifications for which City-owned and managed property is held, establishes the categories and associated principles under which City-owned and managed property may be used and occupied, and promotes equitable, effective and sustainable management practices for the use and occupation of City-owned and managed property.	Q1 • Present revised property classifications to Elected Members seeking feedback. Q2 • Present an update to Elected Members on the implementation of the Property Management Framework. Q3 Q4	●	●	●	●
Heathridge Park Masterplan A masterplan for Heathridge Park that includes the investigation of two options: replacing/refurbishing the existing facilities; or the rationalisation of the existing community facilities into a single new multi-purpose facility.	Q1 • Finalise a financial evaluation/business case. Q2 • Prepare a report on options for progressing development of the Heathridge Park Masterplan. Q3 • Present options for progressing development of the Heathridge Park Masterplan to Elected Members seeking feedback. Q4 • Implement actions in relation to the Heathridge Park Masterplan as endorsed by Council.	●	●	●	●
Duffy House commercial expression of interest The progression of an expression of interest for a future commercial operator at the Duffy House site.	Q1 • Advertise a request for expression of interest for a commercial operator at the site. Q2 • Assess submissions received and present the submissions to Council seeking endorsement. Q3 • Identify the preferred commercial operator and commence negotiations on tenure. Q4 • Progress negotiations on tenure and commence implementation of commercial operations.	●			

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Joondalup City Centre Development — Boas Place Investigations into future opportunities for the development of Boas Place in the Joondalup City Centre to incorporate a variety of land uses.	Q1 • Develop a strategy to progress actions in response to the endorsed project philosophy and parameters. Q2 • Progress scheduled actions from the endorsed strategy for the quarter. • Present reports to Elected Members on the progress and status of the project as required. Q3 • Progress scheduled actions from the endorsed strategy for the quarter. • Present reports to Elected Members on the progress and status of the project as required. Q4 • Progress scheduled actions from the endorsed strategy for the quarter. • Present reports to Elected Members on the progress and status of the project as required.	●	●	●	●
Burns Beach café development A café development on City-managed Crown land within the Burns Beach Coastal Node which will incorporate a two-storey food and beverage facility and be leased to commercial operators.	Q1 • Issue requests for additional information to successful respondents from the expression of interest process. Q2 • Assess the additional information from respondents from the expression of interest process Q3 • Present a report to Elected Members on the progress and status of the project. Q4 • Identify the preferred commercial operator and commence negotiations on tenure.	●			
Strategic Asset Management Framework review A review of the Strategic Asset Management Framework, including processes and practices, to provide improved management of City infrastructure assets.	Q1 • Liaise with external consultants to commence a review of the Strategic Asset Management Framework. Q2 • Liaise with external consultants to progress the review of the Strategic Asset Management Framework. Q3 • Liaise with external consultants to progress the review of the Strategic Asset Management Framework. Q4 • Liaise with external consultants to progress the review of the Strategic Asset Management Framework.	●			

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Ocean Reef Marina Construction of a world-class waterfront precinct providing recreational, tourism, residential and boating facilities. This project is being managed by DevelopmentWA with support and contributions provided by the City.	Q1 • Provide support to DevelopmentWA and undertake agreed activities to progress the development of the Marina as per the Development Agreement. • Provide feedback and technical guidance to progress the necessary approvals for the development of the Marina. • Explore development opportunities for land within the Marina that is owned or managed by the City. • Present reports to Elected Members on the progress and status of the Marina as required.	●	●	●	●
	Q2 • Provide support to DevelopmentWA and undertake agreed activities to progress the development of the Marina as per the Development Agreement. • Provide feedback and technical guidance to progress the necessary approvals for the development of the Marina. • Explore development opportunities for land within the Marina that is owned or managed by the City. • Present reports to Elected Members on the progress and status of the Marina as required.				
	Q3 • Provide support to DevelopmentWA and undertake agreed activities to progress the development of the Marina as per the Development Agreement. • Provide feedback and technical guidance to progress the necessary approvals for the development of the Marina. • Explore development opportunities for land within the Marina that is owned or managed by the City. • Present reports to Elected Members on the progress and status of the Marina as required.				
	Q4 • Provide support to DevelopmentWA and undertake agreed activities to progress the development of the Marina as per the Development Agreement. • Provide feedback and technical guidance to progress the necessary approvals for the development of the Marina. • Explore development opportunities for land within the Marina that is owned or managed by the City. • Present reports to Elected Members on the progress and status of the Marina as required.				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Ocean Reef Marina commercial site development business case A business case to evaluate options for developing commercial facilities owned by the City. The facilities will be located on the Club Facilities Lot, a piece of land transferred back to the City.	Q1 • Present the business case to Council seeking endorsement.				
	Q2				
	Q3				
	Q4				
Ocean Reef Sea Sports Club building redevelopment Assistance provided to DevelopmentWA in the procurement and construction of the Ocean Reef Sea Sports Club building as part of the Ocean Reef Marina development.	Q1 • Provide ongoing support and assistance through the procurement and construction process in conjunction with DevelopmentWA, Ocean Reef Sea Sports Club and associated consultants.	●			
	Q2 • Provide ongoing support and assistance through the procurement and construction process in conjunction with DevelopmentWA, Ocean Reef Sea Sports Club and associated consultants.				
	Q3 • Provide ongoing support and assistance through the procurement and construction process in conjunction with DevelopmentWA, Ocean Reef Sea Sports Club and associated consultants.				
	Q4 • Provide ongoing support and assistance through the procurement and construction process in conjunction with DevelopmentWA, Ocean Reef Sea Sports Club and associated consultants.				

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with community facilities	Biennial	City of Joondalup
	Percentage satisfaction of hirers with facilities	Annual	City of Joondalup
Facility hire subsidisation	Value of income received from facility hire fees	Annual	City of Joondalup
	Value of facility hire subsidisation	Annual	City of Joondalup
	Number of clubs/groups receiving facility hire waivers	Annual	City of Joondalup
	Value of facility hire waivers	Annual	City of Joondalup
	Names of club/group receiving facility hire waivers ≥ $1,000	Annual	City of Joondalup
	Value of facility hire waivers ≥ $1,000 (by club/group)	Annual	City of Joondalup

4 Economy

Our goal:

We are a global facing city with a prosperous and resilient economy. Our City is home to diverse industries that generate a wide-range of local job opportunities. We encourage creativity and innovation, and we support opportunities to build the City's brand as a popular business and tourism destination.

Your outcomes:

4-1 Prosperous and local

You feel supported to grow your business in the City.

4-2 Innovative and confident

You are attracted to the City's unique characteristics and potential and feel confident in investing.

4-3 Appealing and welcoming

You welcome residents, and local and international visitors to the City.

Services:

The following services align to this theme and are delivered to the community, as well as providing internal support to our workforce in the delivery of services, projects and activities. The information below indicates whether the service is statutory or discretionary, the associated costs of delivering the service, the number of full time equivalent (FTE) employees delivering the service, and whether there is a service level change from the previous year — 2022/23.

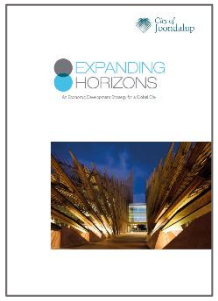
Service	Net service cost including depreciation	Depreciation	FTE
Economic development *(discretionary)* • Economic development strategy delivery • Local business support • Destination positioning, advocacy and investment attraction	$	$	
Total	**$**	**$**	

Plans, strategies and frameworks:

The following plans, strategies and frameworks align to this theme and provide guidance in delivering the projects and activities to achieve our goal. These documents address a range of subject matters and are therefore structured in different ways and customised to achieve the specific objectives being targeted.

Destination Joondalup 2021–2027

Destination Joondalup is a plan to attract more visitors to our region, increase our share of Perth's and Western Australia's key markets, and grow our visitor economy. The plan introduces the destination brand and identity for the City of Joondalup, and articulates the vision, goals and priorities of the visitor economy and how these will be achieved over a 5-year period.



Expanding Horizons: An Economic Development Strategy for a Global City (2012)

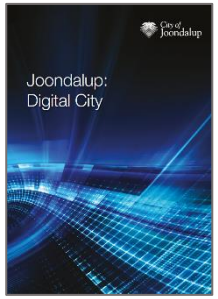
Expanding Horizons is an economic development strategy which considers the issues and challenges that face the City realising its potential and aspiration of becoming "A global city: bold, creative and prosperous." The strategy recognises the importance of partnerships and ensuring we leverage our physical, technological and intellectual assets to grow the local economy, enhance productivity, promote research and innovation and ultimately achieve greater employment self-sufficiency in the future. The strategy focuses on specialist themes of Global, Digital and Destination. This strategy is scheduled for review in 2023/24.

International Economic Development Activities Plan (2017)

The International Economic Development Activities Plan provides guidance on facilitating international relationships that will lead to the establishment of Joondalup as a "global city" based around the development of mutually-beneficial relationships and outcomes. The plan identifies opportunities to generate economic outcomes for the City that are aligned with industry strengths and growth opportunities. This plan will undergo a review following the review of the Expanding Horizons Strategy (see above).

Joondalup City Centre Place Activation Plan 2022

The Joondalup City Centre Place Activation Plan is a pilot place activation plan which aims to guide placemaking initiatives by community, local business, and the City for greater activation and vibrancy of the area. The plan establishes a vision for the Joondalup City Centre and 15 priority ideas (projects) that will inform the Council, City and local placemakers on how to focus efforts to activate the City Centre.



Joondalup: Digital City (2012)

Joondalup: Digital City is a plan that outlines the digital future we could achieve through a set of strategies and actions. The plan addresses key priority actions, including delivering capacity-building programs for local businesses and potential for establishing virtual and physical spaces that create opportunities for start-ups. This plan will undergo a review following the review of Expanding Horizons (see above).

Place Activation Strategy 2022

The Place Activation Strategy establishes a framework for consistent delivery and support of placemaking across the City. A key focus of the strategy is facilitating community-led placemaking projects and supporting the activation of spaces and places that are important to the wellbeing of our community and economy.

Outcome 4-1 Prosperous and local

You feel supported to grow your business in the City.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Economic Development Strategy A strategy to guide economic development activities within the City by providing support to local business, stimulating investment, and driving economic growth.	Q1 • Implement scheduled actions from the Expanding Horizons: An Economic Development Strategy for a Global City (2012) for the quarter. • Finalise development of the draft Economic Development Strategy 2024–2029. Q2 • Implement scheduled actions from the Expanding Horizons: An Economic Development Strategy for a Global City (2012) for the quarter. • Present the draft Economic Development Strategy 2024–2029 to Council seeking endorsement for community consultation. Q3 • Implement scheduled actions from the Expanding Horizons: An Economic Development Strategy for a Global City (2012) for the quarter. • Undertake community consultation activities on the draft Economic Development Strategy 2024–2029. Q4 • Present the draft Economic Development Strategy 2024–2029 to Council seeking endorsement. • Commence implementation of the Economic Development Strategy 2024–2029.	●	●	●	●
Business engagement Engagement with local businesses to support and facilitate access to a range of support services and initiatives for sole traders, small and medium-sized businesses.	Q1 • Deliver business engagement activities as opportunities arise. • Deliver Buy Local activities as opportunities arise. Q2 • Deliver business engagement activities as opportunities arise. • Deliver Buy Local activities as opportunities arise. Q3 • Deliver business engagement activities as opportunities arise. • Deliver Buy Local activities as opportunities arise. Q4 • Deliver business engagement activities as opportunities arise. • Deliver Buy Local activities as opportunities arise.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Business forums Breakfast events the City hosts for the business community to promote local engagement activities, provide information on key economic issues, and promote networking opportunities.	Q1 • Undertake a review of business forums 1 and 2 from 2022/23. • Plan for the delivery of business forums 1 and 2 in 2023/24. Q2 • Deliver business forum 1. Q3 • Plan for the delivery of business forum 2. Q4 • Deliver business forum 2.	●	●	●	●
Business capacity and support Partnership events, initiatives and programs to deliver training opportunities to local businesses	Q1 • Facilitate business support activities, as opportunities arise. • Participate in and deliver initiatives as part of the Small Business Development Corporation Small Business Friendly Local Government Program. Q2 • Facilitate business support activities, as opportunities arise. • Participate in and deliver initiatives as part of the Small Business Development Corporation Small Business Friendly Local Government Program. Q3 • Facilitate business support activities, as opportunities arise. • Participate in and deliver initiatives as part of the Small Business Development Corporation Small Business Friendly Local Government Program. Q4 • Facilitate business support activities, as opportunities arise. • Participate in and deliver initiatives as part of the Small Business Development Corporation Small Business Friendly Local Government Program.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 200: Economic | GRI 203: Indirect economic impacts				
203-1	**Infrastructure investments and services supported**	Number of business forums delivered	Annual	City of Joondalup
		Number of attendees at business forums (total and by forum)	Annual	City of Joondalup
		Number of business capacity and support activities delivered to local businesses	Annual	City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Local economy	Amount of gross regional product	Annual	Economy.id
Local businesses	Number of GST registered businesses	Annual	Australian Bureau of Statistics/ Economy.id
Local employment	Number of local jobs (estimated)	Annual	Economy.id
	Number of employed residents (estimated)	Annual	Economy.id
	Percentage unemployment rate	Annual	Department of Education, Skills and Employment/Economy.id
	Percentage employment self-sufficiency	Annual	Economy.id
	Percentage employment self-containment	Annual	Economy.id

Outcome 4-2 Innovative and confident

You are attracted to the City's unique characteristics and potential and feel confident in investing.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
International Economic Development Activities Plan (Global City Plan) A plan which provides guidance on facilitating international relationships that will lead to the establishment of Joondalup as a "global city" based around the development of mutually-beneficial relationships and outcomes.	Q1 • Implement scheduled actions from the International Economic Development Activities Plan (2017) for the quarter. Q2 • Implement scheduled actions from the International Economic Development Activities Plan (2017) for the quarter. • Commence development of a draft Global City Plan 2024–2029. Q3 • Implement scheduled actions from the International Economic Development Activities Plan (2017) for the quarter. • Progress development of a draft Global City Plan 2024–2029. Q4 • Present the draft Global City Plan 2024–2029 to Elected Members seeking feedback. • Commence implementation of the Global City Plan 2024–2029.	●	●	●	●
Digital City Plan A plan that outlines the digital future the City could achieve through a set of strategies and actions. The plan addresses key priority actions, including delivering capacity-building programs for local businesses and potential for establishing virtual and physical spaces that create opportunities for start-ups.	Q1 • Implement scheduled actions from the Joondalup: Digital City (2012) for the quarter. Q2 • Implement scheduled actions from the Joondalup: Digital City (2012) for the quarter. • Commence development of a draft Digital City Plan 2024–2029. Q3 • Implement scheduled actions from the Joondalup: Digital City (2012) for the quarter. • Progress development of a draft Digital City Plan 2024–2029. Q4 • Present the draft Digital City Plan 2024–2029 to Elected Members seeking feedback. • Commence implementation of the Digital City Plan 2024–2029.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Joint Economic Development Initiative A joint initiative with key economic stakeholders based in Joondalup to align visioning and strategic directions with the aim of supporting complementary economic development activities.	Q1 • Participate in and support activities arising from the Joint Economic Development Initiative. Q2 • Participate in and support activities arising from the Joint Economic Development Initiative. Q3 • Participate in and support activities arising from the Joint Economic Development Initiative. Q4 • Participate in and support activities arising from the Joint Economic Development Initiative.	●	●	●	●
Regional collaboration and business clusters Collaboration opportunities with State Government agencies and neighbouring local governments, and the development of business clusters in industries, such as education, medical, global trade and investment, the visitor economy and digital and cyber for the incubation and activation of commercial precincts.	Q1 • Identify and implement regional collaboration activities as opportunities arise. • Participate in and support activities arising from industry cluster groups. Q2 • Identify and implement regional collaboration activities as opportunities arise. • Participate in and support activities arising from industry cluster groups. Q3 • Identify and implement regional collaboration activities as opportunities arise. • Participate in and support activities arising from industry cluster groups. Q4 • Identify and implement regional collaboration activities as opportunities arise. • Participate in and support activities arising from industry cluster groups.	●	●	●	●
Investment Attraction Guidelines Guidelines that provide a structured approach to attracting investment into Joondalup, with the objective of fostering job creation and sustainable economic development by encouraging private and public investment.	Q1 • Commence development of a draft Investment Attraction Guidelines. Q2 • Progress development of the draft Investment Attraction Guidelines. Q3 • Progress development of the draft Investment Attraction Guidelines. Q4 • Present the draft Investment Attraction Guidelines to Elected Members seeking feedback.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Joondalup Innovation Precinct The development of a Joondalup Innovation Precinct for new and emerging technology and industries to support urban robotics, a digital innovation centre and the education and health precincts.	Q1 • Identify stakeholders for the development of a Joondalup Innovation Precinct. Q2 • Collaborate with stakeholders in the development of a Joondalup Innovation Precinct. Q3 • Progress the development of a Joondalup Innovation Precinct. Q4 • Progress the development of a Joondalup Innovation Precinct.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Innovation and creativity	List of activities to promote innovation and support creativity	Annual	City of Joondalup

Outcome 4-3 Appealing and welcoming

You welcome residents, and local and international visitors to the City.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Destination City Plan A plan to attract more visitors to the region, increase the City's share of Perth's and Western Australia's key markets, and grow the visitor economy.	Q1 • Implement scheduled actions from the Destination Joondalup 2021–2027 for the quarter. Q2 • Implement scheduled actions from the Destination Joondalup 2021–2027 for the quarter. Q3 • Implement scheduled actions from the Destination Joondalup 2021–2027 for the quarter. Q4 • Implement scheduled actions from the Destination Joondalup 2021–2027 for the quarter.	●	●	●	●
Event attraction Attract and support significant events that are unique to Joondalup to enhance its image as an attractive destination for visitors, tourists and business.	Q1 • Work with external stakeholders and event promoters to attract and support significant events and activities to the City. Q2 • Work with external stakeholders and event promoters to attract and support significant events and activities to the City. Q3 • Work with external stakeholders and event promoters to attract and support significant events and activities to the City. Q4 • Work with external stakeholders and event promoters to attract and support significant events and activities to the City.	●	●	●	●
Place activation City and community-led activities and projects that support the activation of spaces and places that are important to the wellbeing of the community and economy.	Q1 • Implement scheduled actions from the Joondalup City Centre Place Activation Plan 2022 for the quarter. Q2 • Implement scheduled actions from the Joondalup City Centre Place Activation Plan 2022 for the quarter. Q3 • Implement scheduled actions from the Joondalup City Centre Place Activation Plan 2022 for the quarter. Q4 • Implement scheduled actions from the Joondalup City Centre Place Activation Plan 2022 for the quarter.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with tourism and visitor attraction services	Biennial	City of Joondalup
Visitors to the City	Number of international visitors to the City	Annual	Tourism Research Australia/ Economy.id
	Number of international visitor nights spent in the City	Annual	Tourism Research Australia/ Economy.id
	Number of domestic visitor nights spent in the City	Annual	Tourism Research Australia/ Economy.id
	Number of domestic day trips spent in the City	Annual	Tourism Research Australia/ Economy.id

5 Leadership

Our goal:

We have a diverse elected body that represents, promotes and reflects the composition of our community. Our Council and workforce are accountable and transparent and make balanced decisions based on sound, professional advice. Quality services are delivered by our highly-skilled and effective workforce.

Your outcomes:

5-1 Capable and effective

You have an informed and capable Council backed by a highly-skilled workforce.

5-2 Proactive and represented

You are confident that the City is advocating on your behalf for initiatives that benefit the community.

5-3 Engaged and informed

You are able to actively engage with the City and have input into decision-making.

5-4 Accountable and financially-sustainable

You are provided with a range of City services which are delivered in a financially responsible manner.

Services:

The following services align to this theme and are delivered to the community, as well as providing internal support to our workforce in the delivery of services, projects and activities. The information below indicates whether the service is statutory or discretionary, the associated costs of delivering the service, the number of full time equivalent (FTE) employees delivering the service, and whether there is a service level change from the previous year — 2022/23.

Service	Net service cost including depreciation	Depreciation	FTE
Audit, risk and integrity *(statutory and discretionary)* • Internal audit and risk mitigation advice • Business continuity • Integrity and conduct controls	$	$	
Communications and stakeholder relations *(statutory and discretionary)* • Marketing • Sponsorship • Website and social media management • Media and corporate communications • Citizenship ceremonies and civic functions	$	$	
Customer service *(statutory and discretionary)* • Customer relations • Visitor and delivery management • Complaints and compliments management • Employee recognition	$	$	
Executive support *(statutory and discretionary)* • Executive support • Legal support	$	$	

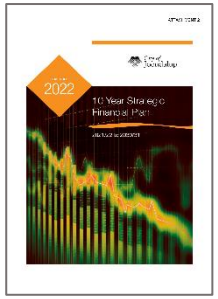
Service	Net service cost including depreciation	Depreciation	FTE
Financial accounting *(statutory)* • Accounting and financial reporting • Collection services and payments to creditors • Debt collection • Taxation	$	$	
Funds management *(statutory)* • Funds management	$	$	
Governance support *(statutory and discretionary)* • Governance compliance • Council and committee meetings • Local law development and review • Local government elections • Elected Member support • Corporate printing support	$	$	
Grants and awards management *(discretionary)* • Grants administration • Awards management	$	$	
Human resources *(statutory and discretionary)* • Recruitment and induction • Learning and development • Employee and industrial relations • Health, safety and wellbeing • Payroll and human resources systems	$	$	
Information technology *(discretionary)* • Business application systems • Network support	$	$	

Service	Net service cost including depreciation	Depreciation	FTE
Management accounting *(statutory and discretionary)* • Annual budgets • Management reporting • Taxation	$	$	
Organisational development *(discretionary)* • Organisational performance reporting and benchmarking • Business and process improvement • Systems and frameworks • Corporate information and knowledge management • Organisational development leadership initiatives	$	$	
Policy, planning and research *(statutory and discretionary)* • Strategic and business planning • Corporate reporting • Policy development and review • Community consultation • Research	$	$	
Purchasing of goods and services *(statutory)* • Purchasing of goods and services	$	$	
Rates levying and collection *(statutory)* • Rates levying and collection	$	$	
Recordkeeping and freedom of information *(statutory and discretionary)* • Recordkeeping • Freedom of information requests	$	$	

Service	Net service cost including depreciation	Depreciation	FTE
Strategic infrastructure asset management *(statutory and discretionary)* • Strategic asset management • Capital works programming • Asset reporting	$	$	
Organisational management *(statutory and discretionary)*	$	$	
Total	**$**	$	

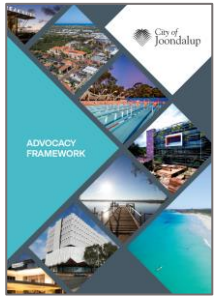
Plans, strategies and frameworks:

The following plans, strategies and frameworks align to this theme and provide guidance in delivering the projects and activities to achieve our goal. These documents address a range of subject matters and are therefore structured in different ways and customised to achieve the specific objectives being targeted.



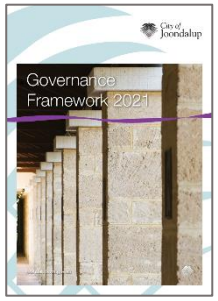
10-Year Strategic Financial Plan

The 10-Year Strategic Financial Plan is a high-level document that outlines our approach to delivering infrastructure and services to the community in a financially-sustainable and affordable manner. The plan demonstrates our commitment to managing operations in a way that avoids unsustainable rate increases for households. The 10-Year Strategic Financial Plan is a key resourcing plan of our Integrated Planning and Reporting Framework and is updated annually.



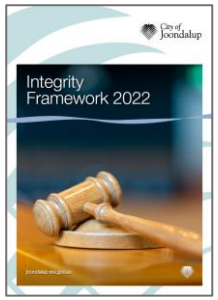
Advocacy Framework 2022

The Advocacy Framework provides a strategic approach to our advocacy activities to ensure evidenced-based decision making, greater stakeholder engagement, and the development of processes to maximise opportunities for support and investment into the City. The framework includes guiding principles, as well as a number of advocacy drivers and priorities.



Governance Framework 2021

The Governance Framework provides guidance to our Elected Members and staff on good governance practices at the City of Joondalup. The framework ensures we are able to manage our many complex legislative and governance responsibilities effectively and in the best interests of the community. The Governance Framework focuses on providing a clear vision and positive organisational culture, clarity and understanding of roles and responsibilities, robust management practices and systems, and public access to decision-making and information.

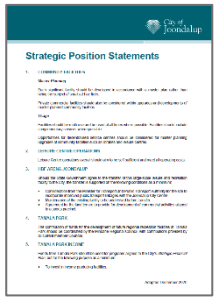


Integrity Framework 2022

The Integrity Framework guides the City in providing the highest level of integrity for its community. The framework brings together the instruments, processes and structures within the organisation that foster integrity and help prevent corruption and misconduct from taking place. It also takes into account factors and conditions for implementation that influence within, and outside of, the City's operations.

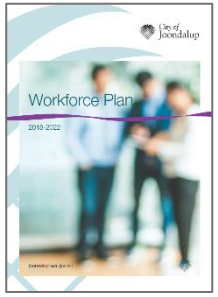
Risk Management Framework

The Risk Management Framework guides our approach to risk management in relation to our activities and functions. The framework addresses the integration of good risk management practices within processes, planning, reporting and performance measurement. Good risk management provides us with the ability to demonstrate clear evidence-based decision-making, whilst maximising opportunity and minimising risk.



Strategic Position Statements

The Strategic Position Statements are a standalone set of statements that articulate an agreed position on strategic matters of interest to the City of Joondalup. The purpose of the statements is to provide flexibility for our Council in capitalising on unplanned opportunities for external funding and investment, and to guide the development of future strategic planning documents where current gaps may exist. The Strategic Position Statements are reviewed on a biennial basis where the retention, amendment or removal of each statement is considered.



Workforce Plan 2018–2022

The Workforce Plan identifies the workforce requirements necessary to resource and deliver our services, projects and activities that contribute to the vision of *Joondalup 2032*. Planning for future workforce requirements enables us to be responsive to emerging challenges before they impact on services and operations. It also facilitates the preparation of detailed budgets and a long-term financial plan that supports the delivery of efficient and affordable services. The Workforce Plan is a key resourcing plan of our Integrated Planning and Reporting Framework and is scheduled for review in 2023/24.

Outcome 5-1 Capable and effective

You have an informed and capable Council backed by a highly-skilled workforce.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Elected Member attraction A biennial program to attract quality candidates and increase candidate numbers for upcoming local government elections.	Q1 • Implement the Election Communication Plan for the 2023 local government ordinary elections. Q2 Q3 Q4		●		●
Local government elections Coordinate local government elections in accordance with the *Local Government Act 1995*.	Q1 • Finalise non-resident Owners and Occupiers Roll for local government ordinary elections. • Liaise with the Western Australian Electoral Commission on election preparations. Q2 • Undertake election timetable requirements for the 2023 local government ordinary elections. • Conduct election night count. • Conduct Swearing-in Ceremony. • Hold Special Council Meeting to elect Deputy Mayor and various Council, committee and working group appointments. Q3 Q4		●		●
Local government reform A program of major legislative, regulatory and policy changes to the Western Australian *Local Government Act 1995* and associated regulations.	Q1 • Implement actions resulting from the State local government reform process, as required. Q2 • Implement actions resulting from the State local government reform process, as required. Q3 • Implement actions resulting from the State local government reform process, as required. Q4 • Implement actions resulting from the State local government reform process, as required.				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Elected Member induction program A biennial induction program for Elected Members delivered following each local government ordinary election to introduce Elected Members to local government and provide information on their roles and responsibilities.	Q1 • Review and update Elected Member Welcome Pack and Induction Manual. Q2 • Deliver induction program for Elected Members. Q3 Q4		●		●
Elected Member strategic development session A biennial development session for Elected Members to inform and guide leadership and strategic decision-making outside of the formal meeting process and procedures.	Q1 Q2 • Undertake preparations for the Elected Member strategic development session. Q3 • Deliver the Elected Member strategic development session. Q4		●		●
Elected Member training Training opportunities for Elected Members to assist and support them in performing their roles and responsibilities.	Q1 • Identify and promote training opportunities to Elected Members. • Present annual data on Elected Member training and development activities to Council. Q2 • Identify and promote training opportunities to Elected Members. Q3 • Identify and promote training opportunities to Elected Members. Q4 • Identify and promote training opportunities to Elected Members.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Elected Members' Entitlements Council Policy review Review training and development provisions in the Elected Members' Entitlements Policy in accordance with section 5.128(5) of the *Local Government Act 1995*, following each local government election.	Q1				
	Q2 • Undertake a review of the training and developments provisions in the Elected Members' Entitlements Council Policy. • Present the outcomes of the review of the Elected Members' Entitlements Council Policy to Council.		●		●
	Q3				
	Q4				
Governance Framework review A biennial review of the Governance Framework to ensure continued good governance and appropriate decision-making processes across the organisation.	Q1				
	Q2				
	Q3 • Undertake a review of the Governance Framework. • Present the outcomes of the review of the Governance Framework to Council.		●		●
	Q4				
Code of Conduct review A biennial review of the City's Code of Conduct for Elected Members, Committee Members and Local Government Election Candidates, to ensure the ongoing applicability of the stated principles and standards of behaviour.	Q1 • Undertake a review of the Code of Conduct for Elected Members, Committee Members and Local Government Election Candidates. • Present the outcomes of the review of the Code of Conduct for Elected Members, Committee Members and Local Government Election Candidates to Council.				
	Q2		●		●
	Q3				
	Q4				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Delegated Authority Manual review An annual review of the City's Delegated Authority Manual in accordance with the *Local Government Act 1995* to ensure the listed delegations continue to be appropriate.	Q1	●	●	●	●
	Q2				
	Q3 • Undertake a review of the Delegated Authority Manual.				
	Q4 • Present the outcomes of the review of the Delegated Authority Manual to Council.				
Policy development and review Policies of Council to provide guidance and direction in furthering the City's strategic goals and/or fulfilling statutory requirements.	Q1 • Develop new policies and review existing policies as directed by Council.	●	●	●	●
	Q2 • Develop new policies and review existing policies as directed by Council.				
	Q3 • Develop new policies and review existing policies as directed by Council.				
	Q4 • Develop new policies and review existing policies as directed by Council.				
Core system replacement project (Project Axiom) A core information technology solution for the City which would include a customer relationship management system, online customer portal, finance, and asset management system.	Q1 • Progress development of stage 1 of the customer relationship management system and finance system (Project Value Streams 1A and 1B).	●	●		
	Q2 • Complete development of stage 1 of the customer relationship management system (Project Value Stream 1A). • Progress development of stage 1 of the finance system (Project Value Stream 1B).				
	Q3 • Commence development of stage 2 of the customer relationship management system (Project Value Stream 2). • Progress development of stage 1 of the finance system (Project Value Stream 1B).				
	Q4 • Progress development of stage 2 of the customer relationship management system (Project Value Stream 2). • Progress development of stage 1 of the finance system (Project Value Stream 1B).				

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 100: Universal | GRI 102: General disclosures				
102-1	**Name of organisation**	Statement of name of organisation	Annual	City of Joondalup
102-2	**Activities, brands, products and services**	Statement of services provided by the City	Annual	City of Joondalup
102-3	**Location of headquarters**	Statement of location of the City	Annual	City of Joondalup
102-4	**Location of operations**	Statement of location of operations of the City	Annual	City of Joondalup
102-5	**Ownership and legal form**	Statement of ownership and legal form of the City	Annual	City of Joondalup
102-7	**Scale of organisation**	Description of the organisational structure of the City	Annual	City of Joondalup
		Description of the Chief Executive Officer and Directors	Annual	City of Joondalup
		Description of the demographic profile of the City	Annual	City of Joondalup
102-8	**Information on employees and other workers**	Number of established full time equivalent employees per 1,000 residents	Annual	City of Joondalup
102-13	**Membership of associations**	Description of external partnerships	Annual	City of Joondalup
102-14	**Statement from senior decision-maker**	Message from the Mayor	Annual	City of Joondalup
		Message from the Chief Executive Officer	Annual	City of Joondalup
102-15	**Key impacts, risks and opportunities**	Description of the major achievements, major issues and challenges, and year ahead for the City	Annual	City of Joondalup
102-16	**Values, principles, standards and norms of behaviour**	Statement of the primary and distinguishing values for the City	Annual	City of Joondalup
		Description of the Codes of Conduct for the City	Annual	City of Joondalup
102-18	**Governance structure**	Description of the Governance Framework for the City	Annual	City of Joondalup
102-19	**Delegating authority**	Statement of Delegation of Authority for the City	Annual	City of Joondalup
102-20	**Executive level of responsibility for economic, environmental, and social topics**	Description of the organisational structure for the City	Annual	City of Joondalup
102-22	**Composition of the highest governance body and its committees**	Description of the Council and Elected Members	Annual	City of Joondalup
		Description of committees, reference groups and boards of the City	Annual	City of Joondalup

GRI	Disclosure title	Measure	Timeframe	Source
102-23	**Chair of the highest governance body**	Description of the Council and Elected Members	Annual	City of Joondalup
102-24	**Nominating and selecting the highest governance body**	Description of the process of local government elections	Annual	City of Joondalup
102-50	**Reporting period**	Statement of reporting period for the Annual Report	Annual	City of Joondalup
GRI 400: Social | GRI 405: Diversity and equal opportunity				
401-1	**New employee hires and employee turnover**	Number of job applications received (total and by recruitment source)	Annual	City of Joondalup
		Percentage satisfaction of new employees	Annual	City of Joondalup
		Percentage satisfaction of employees/workplace culture	Annual	City of Joondalup
		Percentage voluntary separation rate	Annual	City of Joondalup
		Percentage turnover rate	Annual	City of Joondalup
403-9	**Work-related injuries**	Number of occurrences of lost time due to injury for each one million hours worked	Annual	City of Joondalup
		Number of occupational health safety incidents	Annual	City of Joondalup
405-1	**Diversity of governance bodies and employees**	Number of established full-time equivalent employees	Annual	City of Joondalup
		Number of full-time, part-time and casual employees (headcount)	Annual	City of Joondalup
		Number of employees by gender (headcount)	Annual	City of Joondalup
		Number of employees by age (headcount)	Annual	City of Joondalup
		Percentage of employee's length of service (permanent and fixed-term)	Annual	City of Joondalup
		Percentage of employee's place of residence (permanent and fixed-term)	Annual	City of Joondalup
		Percentage of Elected Members by gender	Annual	City of Joondalup
		Percentage of Elected Members by age	Annual	City of Joondalup
405-2	**Ratio of basic salary and remuneration of women to men**	Number of employees of the City entitled to an annual salary of $130,000 or more	Annual	City of Joondalup
		Number of those employees with an annual salary entitlement that falls within each band of the $10,000 over $130,000	Annual	City of Joondalup
		Total Elected Member remuneration, including conference attendance expenses	Annual	City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Council and committee meetings	Number of Council and committee meetings held	Annual	City of Joondalup
	Number and names of attendees at Council and committee meetings (total and by meeting)	Annual	City of Joondalup

Outcome 5-2 Proactive and represented

You are confident that the City is advocating on your behalf for initiatives that benefit the community.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Strategic Position Statements A standalone set of statements that articulate an agreed position on strategic matters of interest to the City of Joondalup. The purpose of the statements is to provide flexibility for the Council in capitalising on unplanned opportunities for external funding and investment, and to guide the development of future strategic planning documents where current gaps may exist.	Q1				
	Q2 • Review the Strategic Position Statements and present the outcomes of the review and recommendations to Elected Members seeking feedback.				
	Q3 • Present the outcomes of the review and recommendations to Council seeking endorsement.		●		●
	Q4				
Advocacy Framework A framework that provides a strategic approach to advocacy activities to ensure evidenced-based decision making, greater stakeholder engagement, and the development of processes to maximise opportunities for support and investment into the City.	Q1 • Undertake advocacy activities in line with the advocacy priorities. • Review and update advocacy priorities, as opportunities arise.				
	Q2 • Undertake advocacy activities in line with the advocacy priorities. • Review and update advocacy priorities, as opportunities arise.				
	Q3 • Undertake advocacy activities in line with the advocacy priorities. • Review and update advocacy priorities, as opportunities arise.	●	●	●	●
	Q4 • Undertake advocacy activities in line with the advocacy priorities. • Review and update advocacy priorities, as opportunities arise.				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Submissions to State and Federal Governments Formal submissions from the City to the State and Federal Governments on relevant strategic policy matters affecting the City.	Q1 • Monitor for and prepare submissions to State and Federal Governments on strategic policy matters affecting the City, as opportunities arise. Q2 • Monitor for and prepare submissions to State and Federal Governments on strategic policy matters affecting the City, as opportunities arise. Q3 • Monitor for and prepare submissions to State and Federal Governments on strategic policy matters affecting the City, as opportunities arise. Q4 • Monitor for and prepare submissions to State and Federal Governments on strategic policy matters affecting the City, as opportunities arise.	●	●	●	●
Corporate Sponsorship Program Management of the City's Corporate Sponsorship Program to support community participation in events and programs.	Q1 • Manage sponsorship requests and seek approval as required. • Seek sponsorship for events from external stakeholders as opportunities arise. Q2 • Manage sponsorship requests and seek approval as required. • Seek sponsorship for events from external stakeholders as opportunities arise. Q3 • Manage sponsorship requests and seek approval as required. • Seek sponsorship for events from external stakeholders as opportunities arise. Q4 • Manage sponsorship requests and seek approval as required. • Seek sponsorship for events from external stakeholders as opportunities arise.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

Nil

Other performance indicators:

Title/name	Measure	Timeframe	Source
Grant funding received	Value of Federal grant funding received	Annual	City of Joondalup
	Value of State grant funding received	Annual	City of Joondalup
	Value of competitive grant funding received	Annual	City of Joondalup

Outcome 5-3 Engaged and informed

You are able to actively engage with the City and have input into decision-making.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Community consultation Activities to seek feedback from the community to inform decision-making in accordance with the City's Community Consultation Policy.	Q1 • Undertake scheduled community consultation activities for the quarter.	●	●	●	●
	Q2 • Undertake scheduled community consultation activities for the quarter.				
	Q3 • Undertake scheduled community consultation activities for the quarter.				
	Q4 • Undertake scheduled community consultation activities for the quarter.				
Strategic Community Reference Group A reference group that provides input to Council on matters of significant community interest and strategic initiatives. The group consists of 12 community representatives, 2 youth representatives (aged 16–24 years) and 4 Elected Members.	Q1 • Conduct meetings of the Strategic Community Reference Group in accordance with the work plan. • Review the Terms of Reference for the next term of the Strategic Community Reference Group	●	●	●	●
	Q2 • Present a report to Elected Members at the October Council Meeting noting the feedback from Strategic Community Reference Group members and seeking support for any changes to the group's structure/functioning. • Commence process for appointing the new Strategic Community Reference Group members. • Present the expressions of interest for membership to the Strategic Community Reference Group to Council seeking endorsement. • Present the draft workplan for 2024 to Council seeking endorsement.				
	Q3 • Conduct meetings of the Strategic Community Reference Group in accordance with the work plan.				
	Q4 • Conduct meetings of the Strategic Community Reference Group in accordance with the work plan.				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Customer satisfaction survey A biennial telephone survey of the City's residents conducted by an independent consultant to measure satisfaction with City services.	Q1 • Liaise with an external consultant to deliver the customer satisfaction survey. Q2 • Present the results of the customer satisfaction survey to Elected Members. • Publish the results of the customer satisfaction survey on the City's website. Q3 Q4		●		●
E-petitions system A new electronic system that will enable the submissions of e-petitions to Council.	Q1 • Progress development of an e-petitions platform on the City's website. Q2 • Progress development of an e-petitions platform on the City's website. Q3 • Finalise development of and launch the e-petitions platform on the City's website. Q4				
City publications Seasonal and monthly publications to promote the City's successes, services and events to the community.	Q1 • Develop and distribute City publications to the community on matters of interest, as required. Q2 • Develop and distribute City publications to the community on matters of interest, as required. Q3 • Develop and distribute City publications to the community on matters of interest, as required. Q4 • Develop and distribute City publications to the community on matters of interest, as required.	●	●	●	●
City electronic communications Management of the City's social media presence and regular eNewsletters to promote the City's successes, services and events to the community.	Q1 • Develop and distribute eNewsletters to subscribers. • Develop social media content and manage the City's social media accounts. Q2 • Develop and distribute eNewsletters to subscribers. • Develop social media content and manage the City's social media accounts. Q3 • Develop and distribute eNewsletters to subscribers. • Develop social media content and manage the City's social media accounts. Q4 • Develop and distribute eNewsletters to subscribers. • Develop social media content and manage the City's social media accounts.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Website upgrade An upgrade of the City of Joondalup's website to enhance accessibility, provide more efficient online services, and enhance the experience of users.	Q1 • Commence redevelopment of the City's website.				
	Q2 • Engage external consultant to review and test the new website.				
	Q3 • Finalise testing and undertake community working group feedback.				
	Q4 • Launch the new website.				
Customer service centralisation A project to centralise the City's main customer service functions to achieve greater organisational efficiency and a higher rate of first point of contact resolution.	Q1 • Continue centralisation of business processes and workflows. • Undertake research and analysis for procuring an Omni-Channel system.				
	Q2 • Continue centralisation of business processes and workflows. • Develop project plan for development of an Omni-Channel system. • Commence development of contact centre quality assurance framework.	●	●		
	Q3 • Continue centralisation of business processes and workflows. • Progress development of contact centre quality assurance framework.				
	Q4 • Continue centralisation of business processes and workflows. • Continue development of contact centre quality assurance framework.				

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 100: Universal | GRI 102: General disclosures				
102-21	**Consulting stakeholders on economic, environmental and social topics**	Number and description of legislative community consultation activities undertaken	Annual	City of Joondalup
		Number and description of general community consultation activities undertaken	Annual	City of Joondalup
		Number of development application consultations undertaken	Annual	City of Joondalup
		Number and description of event/program feedback activities undertaken	Annual	City of Joondalup

GRI	Disclosure title	Measure	Timeframe	Source
102-40	**List of stakeholder groups**	Description of City's stakeholders and the ways the City engages	Annual	City of Joondalup
102-53	**Contact point for questions regarding the report**	Statement of the City's contact details for feedback or questions	Annual	City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction with customer service experience	Biennial	City of Joondalup
	Percentage satisfaction with community consultation and engagement	Biennial	City of Joondalup
	Percentage satisfaction with City communications	Biennial	City of Joondalup
Freedom of Information requests	Number of Freedom of Information applications received by the City	Annual	City of Joondalup
	Number of days taken for processing Freedom of Information applications (average)	Annual	City of Joondalup

Outcome 5-4 Accountable and financially-sustainable

You are provided with a range of City services which are delivered in a financially responsible manner.

Non-capital projects and activities:

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
10-Year Strategic Financial Plan A high-level document that outlines the City's approach to delivering infrastructure and services to the community in a financially-sustainable and affordable manner.	Q1 • Present the 10-Year Strategic Financial Plan 2023 to the Major Projects and Finance Committee. • Present the 10-Year Strategic Financial Plan 2023 to Elected Members. Q2 • Review timings and key assumptions of major projects in preparation for the development of the draft 10-Year Strategic Financial Plan 2024. • Review guiding principles and present to Major Projects Finance Committee. Q3 • Present major project timings/assumptions to Elected Members to inform budget discussions. • Develop the draft 10-Year Strategic Financial Plan 2024. Q4 • Review the draft 10-Year Strategic Financial Plan 2024 as part of the annual budget process.	●	●	●	●
5-Year Corporate Business Plan The medium-term planning document which contains the priorities, principal strategies and activities that have been developed in response to the aspirations, vision and objectives in the 10-Year Strategic Community Plan.	Q1 Q2 Q3 • Present the draft Corporate Business Plan 2024–2028 to Elected Members seeking feedback. Q4 • Present the draft Corporate Business Plan 2024–2028 to Council seeking endorsement.	●	●	●	●

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Annual Report A report that provides an annual overview of the City's activities and information about organisational performance. The report informs the community and key stakeholders about achievements, challenges and future plans, and demonstrates the City's performance against the aspirations, vision and objectives of the 10-Year Strategic Community Plan.	Q1 • Progress preparation of the draft Annual Report 2022/23.	●	●	●	●
	Q2 • Present the draft Annual Report 2022/23 to Council seeking endorsement. • Present the Annual Report 2022/23 to the Annual General Meeting of Electors.				
	Q3				
	Q4				
Compliance Audit Return An annual audit of the City's compliance with various legislation, as determined each year by the Department of Local Government, Sport and Cultural Industries according to *Regulation 14 of the Local Government (Audit) Regulations 1996*.	Q1	●	●	●	●
	Q2				
	Q3 • Prepare the Compliance Audit Return for 2023. • Present the Compliance Audit Return for 2023 to the Audit and Risk Committee seeking endorsement of Council. • Present the endorsed Compliance Audit Return to the Department of Local Government, Sport and Cultural Industries.				
	Q4				
Integrity and conduct annual collection An annual collection of information to aid the Public Sector Commission in assessing the integrity of the Western Australian government sector.	Q1 • Complete the Integrity and Conduct Annual Collection Survey for the City. • Present the Integrity and Conduct Annual Collection Survey to the Public Sector Commission.	●	●	●	●
	Q2				
	Q3				
	Q4				

Project/activity	Milestones for 2023/24	2024/25	2025/26	2026/27	2027/28
Australasian Local Government Performance Excellence Program An annual program managed by Local Government Professionals Australia and Price Waterhouse Cooper that tracks and benchmarks the performance of local governments in relation to workforce, finance, operations and service delivery.	Q1 • Submit annual data to the Local Government Performance Excellence Program for the City. Q2 • Submit annual financial data to the Local Government Performance Excellence Program for the City. Q3 • Review the benchmarking data made available by Local Government Professionals Australia for analysis and review insights to inform continuous improvement. Q4 • Present City data from the Local Government Performance Excellence Program to Elected Members	●			
Audit and Risk Committee A statutory committee of Council established under the *Local Government Act 1995* to guide, monitor and assist in issues relating to risk management, financial management, and internal control and legislative compliance.	Q1 • Present audit and risk-related information to the Audit and Risk Committee for review, as scheduled for the quarter. • Present financial-related information to the Audit and Risk Committee for review as scheduled for the quarter. • Present other information to the Audit and Risk Committee as requested. Q2 • Present audit and risk-related information to the Audit and Risk Committee for review as scheduled for the quarter. • Present financial-related information to the Audit and Risk Committee for review as scheduled for the quarter. • Present other information to the Audit and Risk Committee as requested. Q3 • Present audit and risk-related information to the Audit and Risk Committee for review as scheduled for the quarter. • Present financial-related information to the Audit and Risk Committee for review as scheduled for the quarter. • Present other information to the Audit and Risk Committee as requested. Q4 • Present audit and risk-related information to the Audit and Risk Committee for review as scheduled for the quarter. • Present financial-related information to the Audit and Risk Committee for review as scheduled for the quarter. • Present other information to the Audit and Risk Committee as requested.	●	●	●	●

Annual performance measures:

Global reporting initiative disclosures:

GRI	Disclosure title	Measure	Timeframe	Source
GRI 100: Universal | GRI 102: General disclosures				
102-9	**Supply Chain**	Number of tenders advertised	Annual	City of Joondalup
		Value of contracts awarded (estimated)	Annual	City of Joondalup
102-28	**Evaluating the highest governance body's performance**	List the matters considered by the Audit and Risk Committee	Annual	City of Joondalup
		Completion of the Compliance Audit Return	Annual	City of Joondalup
102-30	**Effectiveness of risk management processes**	Description of the City's approach to risk management	Annual	City of Joondalup
102-52	**Reporting cycle**	Description of the Integrated Planning and Reporting Framework	Annual	City of Joondalup
GRI 200: Economic | GRI 206: Anti-competitive behaviour				
206-1	**Anti-competitive behaviour**	Description of the City's commitment to competitive neutrality	Annual	City of Joondalup

Other performance indicators:

Title/name	Measure	Timeframe	Source
Customer satisfaction	Percentage satisfaction overall with services provided by the City	Biennial	City of Joondalup
	Percentage satisfaction with value for money from rates	Biennial	City of Joondalup
Financial performance	Value of operating revenue	Annual	City of Joondalup
	Value of operating expenditure	Annual	City of Joondalup
	Financial summary	Annual	City of Joondalup
	Description of how rates are spent by the City	Annual	City of Joondalup
	Value of net cash position	Annual	City of Joondalup
	Overall financial position (surplus or deficit)	Annual	City of Joondalup

Our operating budget

Our Annual Budget aligns to the services, projects and activities contained within our 5-Year Corporate Business Plan and the long-term aspirations of our 10-Year Strategic Community Plan. The annual budget is informed by our 10-Year Strategic Financial Plan, one of our primary resourcing plans, together with our Asset Management Strategy and Workforce Plan.

The following table shows our operating budget for 2023/24, as adopted by Council.

Description	2023/24 budget
Rates, including specified area rates (SARs)	$
Government grants and subsidies	$
Contributions, reimbursements and donations	$
Fees and charges	$
Interest	$
Profit on asset disposal	$
Other revenue	$
Total operating revenue	$
Employee costs	$
Materials and contracts	$
Utilities	$
Depreciation, impairments and write-offs	$
Insurance and other expenses	$
Total operating expenditure	**$**
Net operating surplus/(deficit)	**$**

Reviewing our plan:

The 5-Year Corporate Business Plan contains the services, projects and activities that have been developed in response to the vision, goals and outcomes of our 10-Year Strategic Community Plan, *Joondalup 2032*. To ensure that this plan continues to reflect your values and expectations, we will undertake a formal review annually where we will update and refresh the services, projects and activities we intend to deliver over the next 5-year period. These reviews will be informed by our program of comprehensive performance reporting, including through our Corporate Business Plan Quarterly Reports, Capital Works Progress Reports and Annual Report.

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS1022-23 From Whitford Church of Christ Inc.
Form Submitted 23 Feb 2023, 9:54am AWST

Eligibility

*** indicates a required field**

Applicant Information

Before completing this application form you should have read the City's Corporate Sponsorship Program Guidelines. (**Corporate Sponsorship Program – City of Joondalup)**

Applications that don't meet these guidelines or that are incomplete will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this program.

If you have any questions please contact **Lia Harris, Strategic Marketing and Sponsorship Officer t: 9400 4169 e: lia.harris@joondalup.wa.gov.au**

If you do contact us throughout the application process, please quote the application number below:

Application Number
CS1022-23
This field is read only.

Confirmation of Eligibility

I confirm that:

- I have read and understood the City's Corporate Sponsorship Program Guidelines.
- I am able to demonstrate alignment between the event, program or activity and the criteria and objectives of this program.
- The event, program or activity is being hosted within the City of Joondalup boundaries.
- The event, program or activity will not occur within 3 months of the application being received.
- The organisation, event, program or activity has not previously submitted and been successful with an application for sponsorship within the same financial year.
- The organisation, event, program or activity has not received any financial support through another City funding program within the same financial year.
- The application is not for capital or general operating expenditure, or for more than 50% of the total cost of the event, program or activity.
- The application is not for an individual person or family benefit.
- The organisation, event, program or activity is not involved with illegal activities, tobacco, adult related industries, racist organisations, political organisations, religious activities for the purpose of furthering religious doctrine, companies or project seeking City approvals or endorsements, harm toward the environment or is in conflict with the City's values.

Please select below: *
◉ Yes ○ No
You must confirm that all statements above are true and correct.

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS1022-23 From Whitford Church of Christ Inc.
Form Submitted 23 Feb 2023, 9:54am AWST

Applicant Details

*** indicates a required field**

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012.*

City's privacy statement.

Applicant Details

Organisation *
Whitford Church of Christ Inc.
For organisations: please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

ABN *
69 136 339 351

Information from the Australian Business Register	
ABN	69 136 339 351
Entity name	WHITFORD CHURCH OF CHRIST INC
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	Yes
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main business location	6027 WA
Information retrieved at 6:27am today	

Must be an ABN.

Applicant primary address *
19 Scaphella Ave
Mullaloo WA 6027 Australia

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS1022-23 From Whitford Church of Christ Inc.
Form Submitted 23 Feb 2023, 9:54am AWST

Applicant postal address *
19 Scaphella Ave
Mullaloo WA 6027 Australia

Applicant website
https://truenorthchurch.com.au
Must be a URL.

Primary Contact Details

Primary contact *
Mr Ryan Clune
This is the person we will correspond with about this sponsorship application.

Position held in organisation *
Associate / Carols Project Manager
e.g., Manager, Board Member or Fundraising Coordinator.

Primary contact primary phone number *
0412 119 212
Must be an Australian phone number.

Primary contact email address *
ryanc@truenorthchurch.com.au
This is the address we will use to correspond with you about the sponsorship application.

Event, Program or Activity Details

*** indicates a required field**

Event, program or activity name *
Heathridge Carols in the Park

Start date *
17/12/2023

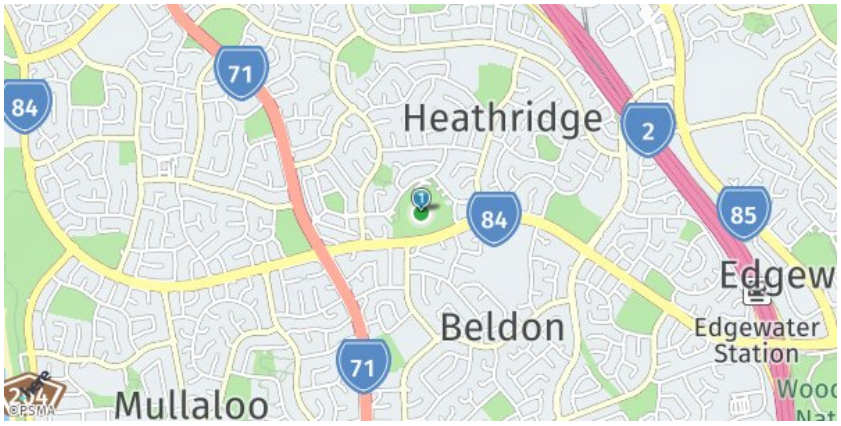
Must be a date.

End date *
17/12/2023
Must be a date.

Start Time
6:30pm

End Time
9:30pm

Address (the event, program or activity must be located within the City of Joondalup boundaries) *
16 Sail Ter
Heathridge WA 6027 Australia



Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Event, program or activity overview *
Heathridge Carols in the Park is a much loved free, family friendly community event including pre-show entertainment, main carols show, Santa-land activity area and kids carols set, food vendors, fireworks finale and more. Running for over 30 years and attended by over 17,000 people in 2022, this is a much anticipated Christmas celebration within the community.

Detailed description of the event, program or activity including (but not limited to) programming information and historical information.

What are the expected outcomes of the event, program or activity? *
We put great effort into making Heathridge Carols accessible and welcoming for all members of the community as we celebrate the peace, hope and joy of Christmas, building a sense of community and belonging. As in previous years, we are confident in our ability to deliver this, and expect Heathridge Carols 2023 to be another very well attended event by members of the community.

Outline KPI's for the event (i.e. attendance targets, participation rate), what you want the event, program or activity to achieve.

Criteria

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS1022-23 From Whitford Church of Christ Inc.
Form Submitted 23 Feb 2023, 9:54am AWST

*** indicates a required field**

Outline target market/groups for the event, program or activity. *
Our primary target audience for this event are residents of the City of Joondalup of all demographics and ages, particularly those in the surrounding areas of Heathridge, Mullaloo, Edgewater and Beldon (approx. 21,000 residents in the 2016 Census).

Does this event, program or activity reach the City's key target market groups of residents, ratepayers, youth, seniors and/or businesses within the region?

Anticipated attendance, participant and/or spectator numbers. *
15,000+

Cost to attend the event *
$0.00

Cost to participate in the event *
$0.00

How will the event, program or activity create long term value to the City and it's residents? *
Our experience is that this carols event is well attended, and enjoyed by all. The growth and sustainability of this event

over the last 32 years suggests that it is valued by the local community. Every year we receive calls from local community groups, schools and residents months in advance enquiring what the date will be for this years carols so that it can be placed in their calendar, and we know that many other schools and churches plan their carols events around this one; Heathridge Carols in the Park has achieved a positive awareness amongst the local community and we continue to see incredible participation and engagement each year. We look forward to continuing this valued event to the community in 2023.

Detail the community benefits/value this event, program or activity can provide.

How will the event, program or activity provide positive exposure for the City's brand and image locally and/or regionally? *
As a much anticipated and well received event running for over 32 years, we are confident that our sponsors, including the City of Joondalup, will continue to receive positive exposure for their support of Heathridge Carols. Our team are well positioned to deliver this well planned event, having been doing so for a number of years, and we have proven systems of delivering this event to the high standard it has become known for.

Provide details of the planned advertising and promotional campaign; proposed media coverage and risk mitigation strategies.

Outline the tangible benefits the City will receive as part of the sponsorship agreement. *
As a premier partner, the City of Joondalup can expect to receive a number of benefits associated with this carols

event.

* City logo on promotional material
* Opportunity to set up a promotional display at the event
* Verbal acknowledgement as the Premier Partner throughout the event
* 8-10 City signs displayed at the event

* City's logo on all local advertising
* Opportunity for Mayor a City representative to speak at the event
* City's logo on the event signage
* Recognition in media releases
* Recognition and link on social media forums

e.g. logo on promotional materials, social media; signage at the event, program or activity; ability for a City representative to attend/speak at the event etc. Outline what is included as part of this agreement and what can be provided at an additional cost to the City.

How will the event, program or activity enhance the liveability of the City for the community and promote Joondalup as a destination of choice for visitors to the region? *

We are confident that this free, family friendly event is another one of the many things that position the City of Joondalup as the liveable, family friendly and inclusive destination is has developed a reputation as being. This event is an accessible, safe and positive environment for people from all walks of life to gather with family and friends as they celebrate the hope and joy of Christmas together with their community.

Will the event, program or activity attract visitors from outside the region? *

☐ Yes
☑ No

At least 1 choice must be selected.

How will the event, program or activity stimulate economic development and/or provide benefits to local businesses? *

While attendees are able to bring their own picnics etc, making it accessible for everyone, numerous food vendors are present on the night, a majority of which are registered within the City of Joondalup. We are anticipating ~20 food vendors to be involved in this years event.

Will local businesses be engaged with the event, program or activity; will participants/attendees spend with local businesses?

Upload documents/materials that will support the above. e.g. advertising schedules, event plans

No files have been uploaded

Financials

*** indicates a required field**

Total Amount Requested *	$20,000.00 What is the total financial support you are requesting in this application (excluding GST)?

If successful, what expenditure item/s will the City's contribution cover?

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS1022-23 From Whitford Church of Christ Inc.
Form Submitted 23 Feb 2023, 9:54am AWST

Expenditure	$
Full amount towards production costs (total production costs are $40,000+)	$20,000.00
	$
	$
	$
	$
	$
	$
	$

Budget (excluding GST)

Please outline your project budget in the income and expenditure tables below, ***including details of other funding that you are seeking and/or have applied for, whether it has been confirmed or not***. All amounts should exclude GST.

Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns,

Use the 'Notes' column for any additional information you think we should be aware of.

Please **do not add commas** to figures – e.g. type $1000 not $1,000 – this will ensure your figures for each table total correctly.

Income Description	Income Type	Confirmed Funding?	Income Amount ($)	Notes
City of Joondalup Sponsorship- requested	Other Income *	Unconfirmed *	$20,000.00	
Lotterywest Grant	Other Income	Unconfirmed	$20,000.00	
Other major sponsor TBC	Other Income	Unconfirmed	$20,000.00	
Candle Sales- estimated	Earned Income	Not Applicable	$3,000.00	
Vendor fees- projected	Earned Income	Not Applicable	$5,000.00	
Other minor sponsor TBC	Other Income	Unconfirmed	$5,000.00	
Other minor sponsor TBC	Other Income	Unconfirmed	$3,000.00	
True North in-kind	Other Income	Confirmed	$24,000.00	

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS1022-23 From Whitford Church of Christ Inc.
Form Submitted 23 Feb 2023, 9:54am AWST

True North cash donation (short-fall)	Donations	Not Applicable	$647.11	
			Must be a dollar amount.	

Expenditure Description	Expenditure Type	Expenditure Amount ($)	Notes
Auslan Interpreters	Project and Production *	$800.00	
Bins	Project and Production	$1,022.73	
Engineer's Structural Certificate	Administrative and Infrastructure	$150.00	
Fire Brigade	Project and Production	$400.00	
Fireworks	Project and Production	$6,000.00	
First Aid	Project and Production	$500.00	
Candles	Project and Production	$1,500.00	
Marketing - Advertising/Social Media	Advertising and Promotion	$300.00	
Message Boards	Advertising and Promotion	$1,000.00	
Admin & Creative exp etc	Administrative and Infrastructure	$400.00	
Resident Mail Out	Administrative and Infrastructure	$172.80	
Overnight security team dinner	Salaries and Wages	$100.00	
Cleaning supplies	Project and Production	$250.00	
Bethanie Hamper TBC	Advertising and Promotion	$110.00	
Pre-show Band	Project and Production	$200.00	
Production, Lighting, Audio, Screens	Project and Production	$48,000.00	

Public Building Large Attendance Fee	Administrative and Infrastructure	$779.00	
Truck Hire	Project and Production	$210.00	
Security	Project and Production	$1,440.00	
Stage - Temporary Building App. Fee	Project and Production	$171.60	
Kids Zone	Project and Production	$200.00	
Volunteer Shirts	Salaries and Wages	$1,200.00	
Volunteer Dinner	Salaries and Wages	$350.00	
Toilets	Project and Production	$6,860.00	
Venue Hire Fees above free allocation	Project and Production	$303.98	
Street Market Application Fee (NFP rate)	Project and Production	$39.00	
Traffic Management	Project and Production	$2,870.00	
Transport - sea container	Project and Production	$495.00	
Line Marking Paint	Project and Production	$260.00	
Car Park light	Project and Production	$215.00	
Toilet cleaners	Project and Production	$348.00	
True North in-kind	Salaries and Wages	$24,000.00	

Budget Totals

Total Income Amount *

$100,647.11

This number/amount is calculated.

Total Expenditure Amount *

$100,647.11

This number/amount is calculated.

Income - Expenditure *

0

This number/amount is calculated.

Applicant Capacity and Experience

*** indicates a required field**

Please provide details about your organisation and/or team, and previous experience that will give us confidence that you can complete the work you've described in this application. *

True North have over 30 years experience running Heathridge Carols in the Park; this year's key team (who lead over 100 volunteers to make the event happen) include:

Dean Groetzinger; True North Church Senior Pastor. Dean has overseen True North's delivery of Carols in the Park for over 10 years. These events (run in Heathridge and Yanchep) attract over 15,000 attendees annually.

Ryan Clune; AV/Production & Event Management. Ryan seamlessly organises True North's weekly services and annual conferences in additional to his private production events. Ryan has been the key organiser of all aspects of carols at True North for the last 10 years.

Josh Blackwell; band and production. Josh has been responsible for delivering a world class carols show at True North for many years, in addition to his successful career as a musician and performer.

Luke Stevenson; Communications. With over 15 years experience in the corporate media and communications industry, Luke oversees all aspects of event communications and marketing for True North.

Daniel Campbell; Media. Daniel is the mastermind behind our live streaming at True North, with many years experience delivering seamless online weekly services and most recently our 2021 Carols Events live to a worldwide audience.

Include in this section information about your strategies for providing the inputs (money, staff/vol unteers, time/expertise, equipment, facilities etc.) and how you will complete this event, program or activity within the proposed timelines. Provide information also about any past work that may demonstrate your organisation's capacity to undertake this work. Provide links to further explanatory material if available/relevant.

Upload any documents/materials that will support the above e.g. references, previous examples of work, staff profiles

No files have been uploaded

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

- Submission of this application constitutes acceptance of these Terms and Conditions.
- The information provided on the application form is correct at the date of submission.
- Corporate sponsorship applications are typically assessed at the end of each month.
- Written notification of the outcome of the assessment will be issued within three months of the application being received.
- If the application is successful, following completion of any details, a sponsorship agreement will be drafted by the City outlining the terms of the sponsorship and the duties of each party, which must be signed and kept on file by both parties.

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS1022-23 From Whitford Church of Christ Inc.
Form Submitted 23 Feb 2023, 9:54am AWST

- By submitting this application, there is no guarantee that the City will sponsor the event, program or activity.
- Applications are not transferable between organisations, events, programs or activities.
- The application must outline the full details of the event, program or activity and the agreement will apply strictly for the event, program or activity listed in this application.
- Corporate Sponsorship commitments are subject to available funds within the City's budget.
- The City's assessment decision for this application is final.
- The applicant will notify the City of any changes to the details in this application as soon as they become known to the applicant.

I agree * ◉ Yes ○ No

Name of authorised person *
Mr Dean Groetzinger
Must be a senior staff member, board member or appropriately authorised volunteer

Position *
Senior Pastor (Director)
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *
0406 102 435
Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *
deang@truenorthchurch.com.au
Must be an email address.

Date *
15/02/2023
Must be a date

Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process:
◉ Very easy ○ Easy ○ Neutral ○ Difficult ○ Very difficult

How many minutes in total did it take you to complete this application? *
60
Estimate in minutes i.e. 1 hour = 60

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.

Master Sponsorship Assessment Matrix

Benefit	Up to $1,000	$1,001 - $5,000	$5,001 - $10,000	$10,001 - $15,000	$15,001 - $25,000	$25,001 - $50,000
Logo on promotional material	•	•	•	•	•	•
Merchandise distribution e.g. City merchandise in participant packs	•	•	•	•	•	•
Opportunity to set up a promotional display	•	•	•	•	•	•
Verbal acknowledgement throughout the event, program or activity	•	•	•	•	•	•
Signage displayed at the event, program or activity	2	4	6	8	•	•
Logo on website	•	•	•			
Logo and hyperlink on website				•	•	•
Logo on local advertising		•	•	•	•	•
Opportunity for the City representative to present/speak		•	•	•	•	•
Logo on event, program or activity signage			•	•	•	•
Recognition on media releases			•	•	•	•
Recognition and link on social media forums			•	•	•	•
Logo on regional advertising				•	•	•
Digital marketing e.g. Inclusion in club newsletters, emails, on hold messages					•	•
Exclusive rights					•	•

Benefit	Up to $1,000	$1,001 - $5,000	$5,001 - $10,000	$10,001 - $15,000	$15,001 - $25,000	$25,001 - $50,000
Economic development e.g. will the program or event provide an opportunity for local organisations to be involved or will it bring visitors to the region who will utilise current businesses such as hospitality (dining and accommodation)					•	•
Tourism e.g. increase visitors to the region, people will travel to attend the event program					•	•
Corporate hospitality e.g. complimentary VIP tickets, invitation to event launch/finale					•	•
Opportunity to include advertisement in publication or program						•
Recognition on radio advertising						•
Naming rights to the event, program or activity						•
Logo on state advertising						•

Attendance	Up to $1,000	$1,001 - $5,000	$5,001 - $10,000	$10,001 - $15,000	$15,001 - $25,000	$25,001 - $50,000
Under 500	•	•				
500 – 2,000		•	•			
2,001 – 5,000			•	•		
5,001 – 10,000				•	•	
Over 10,000					•	•

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS2022-23 From Bowls Australia

Form Submitted 4 May 2023, 8:19AM AWST

Eligibility

*** indicates a required field**

Applicant Information

Before completing this application form you should have read the City's Corporate Sponsorship Program Guidelines. (**Corporate Sponsorship Program – City of Joondalup)**

Applications that don't meet these guidelines or that are incomplete will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this program.

If you have any questions please contact **Lia Harris, Strategic Marketing and Sponsorship Officer t: 9400 4169 e: lia.harris@joondalup.wa.gov.au**

If you do contact us throughout the application process, please quote the application number below:

Application Number
CS2022-23
This field is read only.

Confirmation of Eligibility

I confirm that:

- I have read and understood the City's Corporate Sponsorship Program Guidelines.
- I am able to demonstrate alignment between the event, program or activity and the criteria and objectives of this program.
- The event, program or activity is being hosted within the City of Joondalup boundaries.
- The event, program or activity will not occur within 3 months of the application being received.
- The organisation, event, program or activity has not previously submitted and been successful with an application for sponsorship within the same financial year.
- The organisation, event, program or activity has not received any financial support through another City funding program within the same financial year.
- The application is not for capital or general operating expenditure, or for more than 50% of the total cost of the event, program or activity.
- The application is not for an individual person or family benefit.
- The organisation, event, program or activity is not involved with illegal activities, tobacco, adult related industries, racist organisations, political organisations, religious activities for the purpose of furthering religious doctrine, companies or project seeking City approvals or endorsements, harm toward the environment or is in conflict with the City's values.

Please select below: *
◉ Yes ○ No
You must confirm that all statements above are true and correct.

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS2022-23 From Bowls Australia
Form Submitted 4 May 2023, 8:19AM AWST

Applicant Details

*** indicates a required field**

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012.*

City's privacy statement.

Applicant Details

Organisation *
Bowls Australia
For organisations: please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

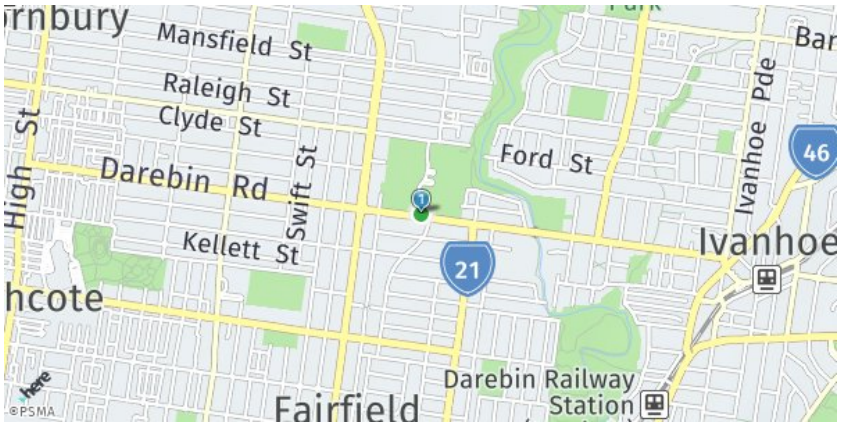
ABN *
65 427 736 644

Information from the Australian Business Register	
ABN	65 427 736 644
Entity name	BOWLS AUSTRALIA LIMITED
ABN status	Active
Entity type	Australian Public Company
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3071 VIC
Information retrieved at 7:46am today	

Must be an ABN.

Applicant primary address *
281 Darebin Rd
Thornbury VIC 3071 Australia

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS2022-23 From Bowls Australia
Form Submitted 4 May 2023, 8:19AM AWST



Applicant postal address *
281 Darebin Rd
Thornbury VIC 3071 Australia

Applicant website
http://www.bowls.com.au
Must be a URL.

Primary Contact Details

Primary contact *
Mr Andrew Gommers
This is the person we will correspond with about this sponsorship application.

Position held in organisation *
Business Development Manager
e.g., Manager, Board Member or Fundraising Coordinator.

Primary contact primary phone number *
0401 242 730
Must be an Australian phone number.

Primary contact email address *
agommers@bowls.com.au
This is the address we will use to correspond with you about the sponsorship application.

Event, Program or Activity Details

*** indicates a required field**

Event, program or activity name *
The Nationals

Start date *
06/10/2023

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS2022-23 From Bowls Australia
Form Submitted 4 May 2023, 8:19AM AWST

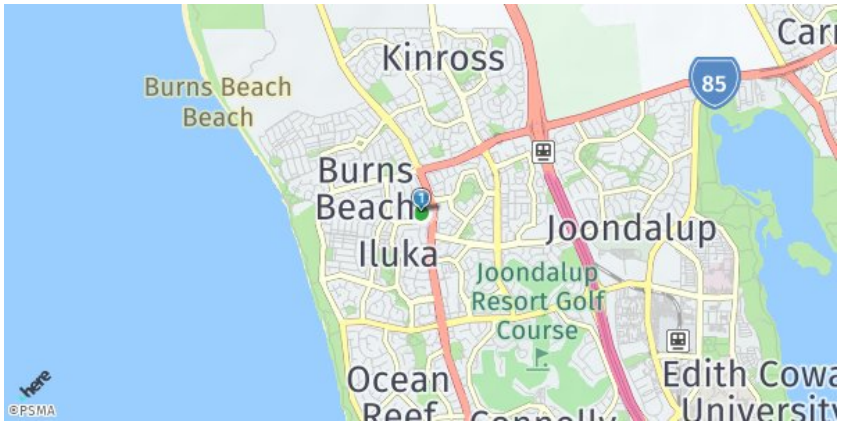
Must be a date.

End date *
20/10/2023
Must be a date.

Start Time

End Time

Address (the event, program or activity must be located within the City of Joondalup boundaries) *
6 Miami Beach Prom
Iluka WA 6028 Australia



Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Event, program or activity overview *
The Nationals is a culmination of six individual bowls events where 750+ competitors battle it out for National titles. Events included are the Australian Champion of Champions, the Australian U18 Championships, the Australian Para Nationals (also known as Multi-Disabilit y), Australian Sides Championships, Australian Senior Sides Championships and Australian Championships.

Please note, this event is set to be held at three venues - Joondalup Bowls Club, Sorrento Bowls Club and Warwick Bowls Club.

Detailed description of the event, program or activity including (but not limited to) programming information and historical information.

What are the expected outcomes of the event, program or activity? *
Each of the six individual events include an equal number of competitors from each States and Territories, meaning the split is evenly distributed. This also means that it is known that more than 650 unique participants will be from interstate ensuring a significant boost to the local economy – with the majority of economic impact to occur within the Joondalup council region.

With the large number of event participants, along with event officials and interstate spectators, we anticipate the event will generate a total of 7,500 room nights – the majority of which within the Joondalup council region. These figures are based off economic impact reporting from previous staging's of the event.

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS2022-23 From Bowls Australia
Form Submitted 4 May 2023, 8:19AM AWST

Outline KPI's for the event (i.e. attendance targets, participation rate), what you want the event, program or activity to achieve.

Criteria

*** indicates a required field**

Outline target market/groups for the event, program or activity. *
The Nationals affords for the opportunity for up to 800 participants to compete against the countries best players. The beauty of this event is that it is truly inclusive – with participants competing in open, under-age, over-age and disability events/disciplines across the 15 days. The event provides local residents with the opportunity to engage with the sport – either as a spectator or possibly as an event official or volunteer.

Does this event, program or activity reach the City's key target market groups of residents, ratepayers, youth, seniors and/or businesses within the region?

Anticipated attendance, participant and/or spectator numbers. *
As detailed above – a total of 750+ competitors are expected to compete in the event, with 650 of those coming from interstate. In addition, 30 staff/officials will attend along with an estimated 650+ spectators.

Cost to attend the event *
$0.00

Cost to participate in the event *
$0.00

How will the event, program or activity create long term value to the City and it's residents? *
Naturally, the positive tourism impact on the selected region will be incredibly beneficial to the area with an estimated 1.5mil+ economic impact to the local area. The event also provides a terrific opportunity to showcase the local area and the wonderful host venues through media coverage such as live-streaming and daily media coverage. It is worth noting that the event is set to return to WA in 2026 with host venues unconfirmed – so a successful staging could see the event return in subsequent year/s.

Detail the community benefits/value this event, program or activity can provide.

How will the event, program or activity provide positive exposure for the City's brand and image locally and/or regionally? *
A draft Marketing and Communications plan has been developed which details how the event will be promoted. The draft has been attached. BA intends to provide comprehensive event coverage, along with promoting destinational messaging through our channels.

Provide details of the planned advertising and promotional campaign; proposed media coverage and risk mitigation strategies.

Outline the tangible benefits the City will receive as part of the sponsorship agreement. *
BA to use the Joondalup Councils logos on all marketing, advertising and promotional collateral for the Event, media interview backdrops (including presentation stage signage and directional signage, where applicable) and in all Event related communications.

Joondalup Council will be provided digital marketing opportunities through BA eDM, event program and social channels.

The Event Organiser will ensure acknowledgement of the Joondalup Council in general and particularly in all official speeches made in relation to the Event.

Opportunity for Joondalup representative/s to participate in presentation ceremonies.

Economic Benefits

- 650+ interstate event participants attending for an average of 6 nights each, predominately staying and competing within the Joondalup council area.

- The event will generate an estimated $1.5mil+ in economic impact for the local economy (based on data from previous events)

- local businesses are engaged through the association's procurement services

- visitors to the region will be encourage to use local businesses such as hospitality (dining and accommodation)

e.g. logo on promotional materials, social media; signage at the event, program or activity; ability for a City representative to attend/speak at the event etc. Outline what is included as part of this agreement and what can be provided at an additional cost to the City.

How will the event, program or activity enhance the liveability of the City for the community and promote Joondalup as a destination of choice for visitors to the region? *

• The event will showcase the region and it's venues to the entire country through media coverage and promotional opportunities.

• The event will provide significant economic impact and benefit to the Joondalup region, estimated to be over $1.5 mil+

• The event will bring several National title events, which come with a significant amount of public interest, to the local area.

Will the event, program or activity attract visitors from outside the region? *

☑ Yes
☐ No

At least 1 choice must be selected.

Provide further details about these visitors including how they will be communicated with/attracted to the event, anticipated numbers, where they will come from and/or if they will stay in the region for the event.

All events involved with The Nationals are selection or qualification based, meaning the number of participants is guaranteed. BA intends to promote travel packages and local tourism options to participants and spectators to encourage them to see the sights.

Each of the six individual events include an equal number of competitors from each States and Territories, meaning the split is evenly distributed. This also means that it is known that more than 87% or 650 unique participants, will be from interstate ensuring a significant boost to the WA economy.

How will the event, program or activity stimulate economic development and/or provide benefits to local businesses? *

It is estimated (based off previous events) that the 2023 Nationals event will generate in excess of 8000 room nights, with the majority of participants staying within the Joondalup

area. At an assumed average daily spend of $230 that equates to over $1.8mil in local expenses such as food/dining, travel, sightseeing etc.

In addition our 8 x State and Territory Associations (minus the host) each invest ~$50K in local spending (i.e. accommodation) providing a further $350k impact to the host region.

Will local businesses be engaged with the event, program or activity; will participants/attendees spend with local businesses?

Upload documents/materials that will support the above. e.g. advertising schedules, event plans

Filename: 2023 Nationals - Event Marketing and Communications Plan DRAFT.pdf
File size: 733.1 kB

Financials

*** indicates a required field**

Total Amount Requested *

$36,443.75
What is the total financial support you are requesting in this application (excluding GST)?

If successful, what expenditure item/s will the City's contribution cover?

Expenditure	$
Event Photography	$7,000.00
Council Teeball Clubrooms Hire	$1,443.75
Live streaming costs	$12,000.00
Print signage expenses	$2,000.00
Staff & official accommodation expenses	$14,000.00

Budget (excluding GST)

Please outline your project budget in the income and expenditure tables below, ***including details of other funding that you are seeking and/or have applied for, whether it has been confirmed or not***. All amounts should exclude GST.

Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns,

Use the 'Notes' column for any additional information you think we should be aware of.

Please **do not add commas** to figures – e.g. type $1000 not $1,000 – this will ensure your figures for each table total correctly.

Income Description	Income Type	Confirmed Funding?	Income Amount ($)	Notes

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS2022-23 From Bowls Australia
Form Submitted 4 May 2023, 8:19AM AWST

Tourism WA funding	Government Grants *	Confirmed *	$300,000.00	
			$	
			$	
			$	
			Must be a dollar amount.	

Expenditure Description	Expenditure Type	Expenditure Amount ($)	Notes
Administration Expenses	Salaries and Wages *	$120,000.00	
Player Flights	Other Expenditure	$470,000.00	
Staff and Official Accommodation	Other Expenditure	$32,345.43	
Staff and Official Meals	Other Expenditure	$3,999.96	
Staff and Official Hire Cars	Other Expenditure	$11,999.00	
General Expenses	Other Expenditure	$800.00	
Live-streaming expenses	Other Expenditure	$24,000.00	
Entertainment and hospitality	Other Expenditure	$3,000.00	
Equipment/Venue Hire	Other Expenditure	$2,000.00	
Daily Allowance Head Official	Other Expenditure	$1,125.00	
Photography	Other Expenditure	$14,000.00	
Event Signage	Other Expenditure	$2,000.00	
Trophies, medals etc	Other Expenditure	$2,900.00	
Freight	Other Expenditure	$500.00	

Budget Totals

Total Income Amount *

$300,000.00
This number/amount is calculated.

Total Expenditure Amount *

$688,669.39
This number/amount is calculat-

Income - Expenditure *

-388669.39
This number/amount is calculated.

ed.

Applicant Capacity and Experience

*** indicates a required field**

Please provide details about your organisation and/or team, and previous experience that will give us confidence that you can complete the work you've described in this application. *
Bowls Australia have an experienced Events team who will responsible for managing and delivering the event, which includes BA financial underwriting and expenses. The events team will be supported by the communication department and experienced officials (umpires). The events team have a history of delivering successful large scale events such as the annual Australian Open, consisting of over 2,500 participants, or the upcoming World Bowls Championships set to feature 47 countries.

https://www.bowls.com.au/events-page/national-events/australian-open/

https://world2023.bowls.com.au/

https://www.bowls.com.au/about-ba/staff/

Include in this section information about your strategies for providing the inputs (money, staff/vol unteers, time/expertise, equipment, facilities etc.) and how you will complete this event, program or activity within the proposed timelines. Provide information also about any past work that may demonstrate your organisation's capacity to undertake this work. Provide links to further explanatory material if available/relevant.

Upload any documents/materials that will support the above e.g. references, previous examples of work, staff profiles
No files have been uploaded

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

- Submission of this application constitutes acceptance of these Terms and Conditions.
- The information provided on the application form is correct at the date of submission.
- Corporate sponsorship applications are typically assessed at the end of each month.
- Written notification of the outcome of the assessment will be issued within three months of the application being received.
- If the application is successful, following completion of any details, a sponsorship agreement will be drafted by the City outlining the terms of the sponsorship and the duties of each party, which must be signed and kept on file by both parties.

2022-2023 Corporate Sponsorship
Corporate Sponsorship Application
Application No. CS2022-23 From Bowls Australia
Form Submitted 4 May 2023, 8:19AM AWST

- By submitting this application, there is no guarantee that the City will sponsor the event, program or activity.
- Applications are not transferable between organisations, events, programs or activities.
- The application must outline the full details of the event, program or activity and the agreement will apply strictly for the event, program or activity listed in this application.
- Corporate Sponsorship commitments are subject to available funds within the City's budget.
- The City's assessment decision for this application is final.
- The applicant will notify the City of any changes to the details in this application as soon as they become known to the applicant.

I agree *
◉ Yes ○ No

Name of authorised person *
Mr Andrew Gommers
Must be a senior staff member, board member or appropriately authorised volunteer

Position *
Business Development Manager
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *
0401 242 730
Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *
agommers@bowls.com.au
Must be an email address.

Date *
04/05/2023
Must be a date

Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process:
◉ Very easy ○ Easy ○ Neutral ○ Difficult ○ Very difficult

How many minutes in total did it take you to complete this application? *
60
Estimate in minutes i.e. 1 hour = 60

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.
None to suggest.

ATTACHMENT 2

2023
NATIONALS
Perth, Western Australia

Event Marketing and Communications Plan

2023 Nationals

Prepared by:	**Bowls Australia**
Event date:	**October 6 – 20, 2023**
Contact:	**Aidan Davis** **Communications and Marketing Manager** **adavis@bowls.com.au**

Table of Contents

1. BACKGROUND - GENERAL 4

2. BRAND STRATEGY 4

2.1. Overview 5
2.2. Stakeholders 5
2.3. Marketing Objectives and success metrics 5
2.4. Target audience 5
2.5. Logos 7
2.6. Language and Theme 8
2.7. Destinational Messaging 8

3. COMMUNICATION CHANNELS AND MEDIA PLANS 9

3.1. Nationals live-streaming 9
3.2. Nationals Website 9
3.3. Facebook 10
3.4. Twitter 10
3.5. Instagram 11
3.6. YouTube 11
3.7. Electronic Direct Marketing 11
3.8. Regional Bowls Managers 12
3.9. State and Territory Associations and other publications 12
3.10. Sports Entertainment Network (SEN) media-buy 13

4. MARKETING 13

4.1. Background 13
4.2. Club-based Marketing 13
4.3. State-based Marketing 14
4.4. Profiling the 2023 Nationals 14
4.5. Use of BA's communication channels to promote key destinations and events 15

5. PARTNER ACTIVITY 16

5.1. State and Territory Associations 16
5.2. Corporate partners 16

6. PUBLIC RELATIONS OPPORTUNITIES ..... Error! Bookmark not defined.
6.1. Opening ceremony or launch 16
6.2. Presentation opportunities 17
7. MARKETING COLLATERAL **17**
7.1. Marketing collateral 17
8. TICKETING AND REGISTRATION **17**
8.1. Ticketing type/price/sale distribution strategies 17
9. SUMMARY & REVIEW **18**

1. BACKGROUND - GENERAL

In 2022, Bowls Australia amalgamated six of the sport's most revered competitions in an exciting initiative to be rolled out annually called the Nationals.

Following a comprehensive review of the events landscape, the Nationals encompasses six events staged consecutively, and in some cases simultaneously, across a number of closely located venues, occurring from October 6 to 20 in 2023.

Six current national events, inclusive of the Para Nationals, Australian Under-18 Championship, Australian Champion of Champions, Australian Senior Sides Championships, Australian Sides Championships and Australian Championships, will be staged during the 15-day festival in Perth at Broadbeach Bowls Club.

The Nationals caters for open, under-age, over-age and disability events.

The fusion of events is seen to offer a range of benefits for both the organisation and competitors, including reducing travel and costs for attendees, creating space on the national event calendar, increasing attractiveness for partners and government support, and improving media appeal.

The six events will be staged as follows:

- **Australian Champion of Champions: October 6 – October 7, 2023**
- **Australian Under-18 Championships: October 6 – October 7, 2023**
- **Australian Para Nationals: October 6 – October 9, 2023**
- **Australian Senior Sides Championships: October 8 – 11, 2023**
- **Australian Sides Championships: October 13 – 16, 2023**
- **Australian Championships: October 17 – 20, 2023**

2. BRAND STRATEGY

2.1. Overview

This plan aims to identify event stakeholders, marketing objectives, target audiences and success metrics, as well as overarching brand strategy and communication channels to assist with the growth and development of the event in 2023.

It is important that all initiatives contained within are aimed at achieving these objectives and conform to the wider principles within this plan.

2.2. Stakeholders

The major stakeholders in the event are as follows, and represent the major stakeholders to which the marketing objectives and their attainment are most relevant:

- Bowls Australia: the controlling body and organiser of the event;
- Tourism Western Australia: major event partner;
- Department of Local Government, Support and Cultural Industries: WA Government stakeholder;
- City of Joondalup: Local council stakeholder invested in the event's delivery.

However, it is important to note that there are of course other various stakeholders for the event, particularly those from within the sport, including host clubs and Bowls WA, and partner organisations who contribute financially to the staging of this event annually.

2.3. Marketing Objectives and success metrics

The major marketing objectives of the 2023 Nationals are as follows:

1. Event delivers a minimum 500 individual out-of-State Competitors that have registered and completed check-in at the Event;
2. All activity aimed at increasing visitation to the event and maximising length of stay in Perth before and after the event.

2.4. Target audience

In an overall sense, the target audience for the event is:

"The Bowler"

"The Bowler" represents the existing bowler, someone that has been involved in the sport in some way for a period of time and is still an active participant. Given the nature of the event, most marketing resources should be directed towards existing bowlers (and by extension families, partners and club-mates/teammates) rather than the non-bowls audience. However, there may be brand-building initiatives that should target the non-bowler.

More specifically, the composition of the participant field can be broken down further, with specific messaging tailored to each group:

Audience	Key Messages and Themes
Elite, high performance bowlers	• One trip, many chances. Six national bowls titles at once; • Combine many chances at national titles with a holiday in Perth; • Australia's best players together at once; • Gain experience on major event greens.
Semi-professional, high level club bowlers	• Opportunity for families and clubmates with open, under-age, over-age and disability events; • Chance to secure a renowned national title; • Australia's best players together at once; • Opportunity to play against the best.
Club, amateur and social bowlers	• Potential to play against the best players in the country; • Be a part of the bowls' National titles; • Opportunity to incorporate bowls as a hobby into holiday in Perth. • Claim to fame – chance to say I've played in THE Nationals.
Spectators, family and friends	• Opportunity to incorporate bowls as a hobby with a holiday in Perth. • "Queensland is Good to Go". • "Come and Play"

2.5. Logos

2023
NATIONALS
Perth, Western Australia

2023 AUSTRALIAN CHAMPIONSHIPS

2023 AUSTRALIAN CHAMPION OF CHAMPIONS

2023 AUSTRALIAN UNDER-18 CHAMPIONSHIPS

2023 AUSTRALIAN SIDES CHAMPIONSHIPS

2023 PARA NATIONALS

2023 AUSTRALIAN SENIOR SIDES CHAMPIONSHIPS

A specific logo and brand has been developed and implemented for all aspects of the Nationals event, with sub-brands created for each individual event that makes up the larger Nationals event.

The complete Nationals logo guidelines can be found within the wider BA Brand Guidelines document.

All subsequent event collateral should conform to the colour scheme and typeface within the logo, including but not limited to:

- Host club and live-stream signage;
- Website design;
- Digital communications;
- Presentation medals/trophies and club acknowledgements.

2.6. Language and Theme

As an overarching slogan, the event has been marketed as *"The national titles for bowls", "Bowls' national titles" and "the destination event for bowls."*

These slogans have been used to capture the scale and breadth of the event, as well as ensuring a positive and vibrant message in aligning with a festival theme and a 'destination event' with a dual meaning – for an event that bowlers aspire to play in.

Wherever possible, language within any communications about the event should capture the theme of the slogan:

- **National titles:** references to aspects of the prestige and enormity of the event, including that this is a must-play event and one not to be missed by anyone wanting to further their bowls pedigree, should be encouraged.
- **Festival, social event:** references to a wide variety of participants, enjoyment and social interaction away from the matches. This is particularly important to capture the "Semi-professional, high level club bowlers" and "Club, amateur and social bowlers", who are not traditionally the target market for most national bowls events, which are more traditionally tailored towards "elite, high performance bowlers".

2.7. Destinational Messaging

It is critical that messaging about the destination is appropriate; all references to Western Australia, Perth and each host club should conform to the destinational branding of Tourism Western Australia.

It is important to note that the Tourism Western Australia brand uses the phrase *"come follow the sun", "WA the dream state", "walking on dream"* and destination messaging should reflect this.

3. COMMUNICATION CHANNELS AND MEDIA PLANS

BA has used and will continue to use a number of communication channels throughout the lead up, event proper and post event periods. Particular emphasis will be put on owned online communication channels, noting participant research has listed the BA website and Facebook as a significant source of event information.

Throughout all social media, the hashtag ***#BowlsNationals*** will be used.

3.1. Nationals live-streaming

It is anticipated that the Nationals will be live-streamed throughout the majority of the 15 days of competition on Bowls Australia's Facebook page, through our existing 'Rinkside Live' product.

Audience viewership of these streams obviously fluctuate dependent upon the interest in the match and its players, and the timing of the stream, but from past experience, a general indicator for viewership of each stream would be approximately 10,000+ views, and some will surpass 30,000+ views during the live component of the stream and continue to grow once the stream finishes and is stored on our Facebook page.

Whilst not an identical match, in 2021, the Australian Open content that featured on Rinkside Live generated more than 5.1 million views, had a post reach of 8.5 million, and generated more than 13.2 million minutes watched.

Rinkside Live live-stream will continue to be a major communication channel and awareness generator in 2023, whereby we will continue to provide coverage off all preliminary rounds of the event, with each match incorporating eight camera angles, digital scores and graphics, professional commentary, integrated destination vignettes and significant audience engagement.'

- **Role:** Primary communication piece with rusted-on bowlers, event participants and spectators.
- **Driver to:** Nationals website, destinational messaging, schedule and results.

3.2. Nationals Website

The Nationals will have a sub-page on bowls.com.au to hosts all event specific information, as well as all destinational messaging, offers and attractions.

It is important that the majority of other communications tools are used as a driver to the Nationals website, where viewers will then be exposed to all event information, as well as specific destinational messaging.

- **Role:** Landing point of majority of event communications; house all event specific information; source for news; house offers, events and destinational information; provide social media widgets; driver to entry forms.
- **Driver to:** Registration forms, Tourism Western Australia based event/destination websites, Tourism Western Australia digital platforms and communication channels.

3.3. Facebook

Facebook is the major social media platform with which participants are engaged with Bowls Australia. Therefore, it will be used as a primary driver to the Australian Open website and to relay news to BA's followers (again, as a link to the website). Facebook will also be used to drive participants to the online registration portal and to continue to boost followings on other social media platforms.

- **Role:** Provide news snippets about the event (linking to website), house video content, and provide interaction with target market.
- **Driver to:** Australian Open website, online registrations, Twitter, Instagram.
- **Content:** News snippets, video, photos, conversation with audience.
- **Audience:** 109,433 followers.

3.4. Twitter

Twitter is a lower priority communication channel for this specific event, and is generally used as a short, sharp news feed as well as a way to interact with the audience for the event. Twitter does become an important tool for reporting on matches, and is a critical channel during live television broadcast for facilitating viewer interaction.

- **Role:** Provide news snippets about the event (linking to website), interaction with audience, live result updates from key matches.
- **Driver to:** Australian Open website, online registrations, online results.

- **Content:** News snippets, live results, audience interaction.
- **Audience:** 5,925 followers.

3.5. Instagram

While currently a fairly low-audience channel for BA, the properties of Instagram align well with the event, and it can be used to create, share or curate visual communications which align to the brand of the event.

- **Role:** Showcase visual attractiveness of the event, promote destination in a visual medium, stimulate participant interaction.
- **Driver to:** Nationals website, Facebook.
- **Content:** Photos of participants, host venues, WA sights and attractions.
- **Audience:** 5,258 followers.

3.6. YouTube

Bowls Australia's YouTube channel is a frequently used channel to host BA's video content and features interviews and hype tapes for BA's various events.

Additionally, BA's digital video site "The Bowls Clubhouse" acts as a platform to watch past Australian Open broadcast content.

- **Role:** Host destinational video content, interviews and video news updates on the event.
- **Driver to:** Event registration, Australian Open website, social media.
- **Content:** Destinational, event specific video content.
- **Audience:** ~500,000 video views and ~5 million impressions per annum.

3.7. Electronic Direct Marketing

During the Nationals events, BA uses direct email messaging to communicate directly to both participants and interested parties, and currently have approximately 75,000 unique email addresses within these databases. Direct email communications are the main method to deliver

specific event information and instructions to participants, and as such it is expected that the majority of participants will actively read these communications.

EDMs are sent with increasing frequency prior to the event, and during the event are sent daily. Each EDM can be designed to house numerous visual and text banners and as such are a great tool for direct destinational and event messaging.

- **Role:** Provide participants and interested parties with crucial event information, embedding of destinational ads and messaging, driver to the Nationals and other partners' websites.
- **Driver to:** Nationals website, destinational content, social media.
- **Content:** Event information and news, offers, photos, links to outside content.
- **Audience:** ~75,000 direct subscribers and past participants.

3.8. Regional Bowls Managers

BA currently employs 19 Regional Bowls Managers (RBMs) in many areas of Australia, who each make around 350 club visits per year. RBMs are a valuable tool to market directly to clubs, including the ability to act as a distribution channel for physical posters and other collateral. RBMs will also be a prime marketing channel for club-based marketing initiatives, using their relationships with clubs to directly promote the event.

- **Role:** Provide event specific information to clubs, assist in the roll out of marketing initiatives aimed at clubs.
- **Driver to:** Nationals website, destinational content, social media.
- **Content:** Printed collateral, email correspondence, linkages to social media.
- **Audience:** Over 1,400 clubs.

3.9. State and Territory Associations and other publications

While BA does not distribute a national magazine, state-based and private bowls magazines are quite popular throughout the target audience. Another channel that was not utilised in a major way last year was using other national bodies to market directly to overseas participants.

- **Role:** Provide news and event information to those without a direct BA touchpoint; deliver tailored messaging to those in different geographical locations.
- **Driver to:** Nationals website, destinational content, social media.
- **Content:** News articles, flyers, offers and promotions.

3.10. Sports Entertainment Network (SEN) media-buy

BA will promote the Nationals in the lead-up to, during and post-event across its media-buy with SEN's radio and digital platforms. It's envisaged that all advertising and advertorial assets will be push towards the Nationals promotion for a two-month period, primary lead-up to and during the event, with a short burst of activity post event to promote the winners and success of the competition. Assets including radio advertisements, credit lines, extended credit lines, air nationally across SEN's suite of radio platforms, and additionally as MRECs, pre-roll and post-roll video clips and other digital advertisements on SEN's digital app and website are all available to be utilised.

4. MARKETING

4.1. Background

The number of event participants and visitors to the event is the core metric in evaluating the success of the event from the perspective of both BA and other stakeholders in the event (Tourism Western Australia and other sponsors and partners). Most of the economic benefits and associated metrics to the region are heavily dependent on the number of participants and other event related visitors. Event offering

Bowls Australia have actively facilitated the specific ordering of the seven events that make up the Nationals, not only to cater for the competitors that will play in multiple events, but also need to ensure length of stay in Perth for competitors and spectators alike.

Action	Target Audience	Timing	Communication Vehicle
Official Nationals Support Events - TBC	Providing further opportunities for bowlers to remain in Perth	Ongoing	• Website, social media

4.2. Club-based Marketing

BA has identified that club-based marketing and incentivising clubs to promote the event should be a major driver to participating in the event moving forward. This element of the event leans heavily on Regional Bowls Mangers and State/Territory Associations to spread the word about the event and generally speaking, state/territory-selected participation. It is hoped that these initiatives will encourage larger contingents from clubs to attend, rather than just individuals.

Action	Target Audience	Timing	Communication Vehicle
Digital and printed distribution of event posters, flyers for printing and integration in EDMs.	All clubs	August - October 2023	• RBMs; printed collateral
Digital distribution of Nationals-related event content through EDMs and social channels	All members	August - October 2023	• EDM newsletter, social media channels, website

4.3. State-based Marketing

Marketing through the State and Territory Associations (STAs) is important as it enables cut through to the target audience that may not be engaged with BA directly through its various communications channels or are not engaged with digital mediums at all.

Action	Target Audience	Timing	Communication Vehicle
Promotion through each State and Territory Association's EDM communications	Club based bowlers	August - October 2023	• Direct email to members
Promotion through other Bowls and lifestyle publications (e.g., Bowls Plus, On the Green)	Club-based bowlers	August - October 2023	• Printed publications

4.4. Profiling the 2023 Nationals

A significant above-the-line promotional opportunity will be through Sports Entertainment Network's (SEN) radio platforms nationally and digitally through their website/app.

BA will also create a short clip promoting the 2023 event to promote through the organisation's Facebook and YouTube channels.

Further opportunities exist around generating broadcast content, particularly in relation to interviews with winners, that could feature on The Bowls Show broadcast on 7Two, Fox Sports Australia and Kayo.

Action	Target Audience	Timing	Communication Vehicle
SEN Media buy	Sporting enthusiasts and bowlers	September-October 20 2023	• SEN radio programs nationally, SEN website and app.
Creation of Nationals online clip to communicate positive aspects of the event to encourage new registration	Competitors, particularly club-based bowlers and spectators	July-August 2023	• Facebook and YouTube
Facebook advertisement promotion of Nationals online clip	Competitors, particularly club-based bowlers and spectators	August - October 2023	• Facebook
Promotion of the event to disability organisations, through active promotion at their major events and through BA's disability partners.	Bowlers with a Disability	July-September 2023	• Promotion of the event to disability organisations, through active promotion at their major events and through BA's disability partners.
'Rinkside Live' live streaming of matches from every session of the 2023 Nationals	Bowls audience	October 6-20, 2023	• Website, Facebook
Professional photographer to capture imagery showcasing the event, clubs and destination.	All stakeholders and general sporting enthusiasts.	October 6-20,2023	• Website, digital and EDM platforms, media outlets

4.5. Use of BA's communication channels to promote key destinations and events

The Nationals website is currently used to host links to Tourism Western Australia specific events, destination and other relevant messaging; this should continue to be a prominent feature of the website, and drivers to it should be incorporated into other communication channels.

Action	Target Audience	Timing	Communication Vehicle
Destinational messaging to feature prominently on the Nationals website, other communication channels to act as a driver to this messaging.	Participants; potential participants; general bowlers.	Ongoing	• Website; • Registration forms; • Social media • EDMs.
Daily participant EDMs to prominently feature destinational messaging.	Participants, general bowlers	October 6-20, 2023	• EDMs.

5. PARTNER ACTIVITY

5.1. State and Territory Associations

The eight state and territory associations will provide considerable promotion and coverage of the Nationals competition and showcase their athletes' success and involvement during the staging of the competition. Bowls Australia will work with each organisation to provide additional supplementary support leading up to the competition, through their website, social media and EDM platforms.

5.2. Corporate partners

It is envisaged, although not confirmed at this stage, that Bowls Australia's valued partners will look to engage and leverage the staging of the Nationals competition through their own platforms and opportunities (both owned and earned). Bowls Australia will work with its partners to actively showcase this event.

6. PUBLIC RELATIONS OPPORTUNITIES

6.1. Opening ceremony or launch

Bowls Australia is prepared to facilitate an opening ceremony or official launch of the event on September 30, with attendance from Bowls Australia's executive and high-profile players, in addition to state and local Government representatives, if it would be valuable from a PR perspective.

6.2. Presentation opportunities

It is envisaged there will ample presentation opportunities throughout the course of the Nationals that can have involvement from state and local Government representatives.

Presentations will occur as follows (dates and timings TBC:

- October 7: Australian Champion of Champion and Australian Under-18 Championships presentations
- October 9: Para Nationals presentation
- October 11: Australian Senior Sides Championships presentation
- October 16: Australia Sides Championships presentation
- October 17: Australian Championships triples presentation
- October 18: Australian Championships pairs presentation
- October 19: Australian Championships fours presentation
- October 20: Australian Championships singles and mixed pairs presentation

7. MARKETING COLLATERAL

7.1. Marketing collateral

Marketing Collateral for the 2023 Nationals has not yet been finalised at the time of preparing this report. Marketing collateral designs featuring Tourism Western Australia logos will be provided to Tourism Western Australia for review.

8. TICKETING AND REGISTRATION

8.1. Ticketing type/price/sale distribution strategies

The 2023 Nationals is a non-ticketed event. Spectator entry to all days of the competition will be provided free-of-charge. Competitors are either selected by their state and territory association or earn entry via qualification and are therefore also not ticketed. Bowls Australia and Broadbeach Bowls Club will of course satisfy all COVID-19 requirements, in relation to planning, entry, sign-in and distancing, if required.

9. SUMMARY & REVIEW

The strategies described within this document are integral to meeting the objectives of the Nationals event overall and BA's obligations to its major event partners.

In the months following the 2023 Nationals' conclusion, BA will undertake a thorough review of all aspects of the event. This review will encompass feedback from participants through post event surveys, as well as Tourism Western Australia feedback and internal operations; this should ensure that the event continues to evolve and grow over the following years, at returns bigger and better than ever to Perth, Western Australia in 2026.

Master Sponsorship Assessment Matrix

Benefit	Up to $1,000	$1,001 - $5,000	$5,001 - $10,000	$10,001 - $15,000	$15,001 - $25,000	$25,001 - $50,000
Logo on promotional material	•	•	•	•	•	•
Merchandise distribution e.g. City merchandise in participant packs	•	•	•	•	•	•
Opportunity to set up a promotional display	•	•	•	•	•	•
Verbal acknowledgement throughout the event, program or activity	•	•	•	•	•	•
Signage displayed at the event, program or activity	2	4	6	8	•	•
Logo on website	•	•	•			
Logo and hyperlink on website				•	•	•
Logo on local advertising		•	•	•	•	•
Opportunity for the City representative to present/speak		•	•	•	•	•
Logo on event, program or activity signage			•	•	•	•
Recognition on media releases			•	•	•	•
Recognition and link on social media forums			•	•	•	•
Logo on regional advertising				•	•	•
Digital marketing e.g. Inclusion in club newsletters, emails, on hold messages					•	•
Exclusive rights					•	•

Benefit	Up to $1,000	$1,001 - $5,000	$5,001 - $10,000	$10,001 - $15,000	$15,001 - $25,000	$25,001 - $50,000
Economic development e.g. will the program or event provide an opportunity for local organisations to be involved or will it bring visitors to the region who will utilise current businesses such as hospitality (dining and accommodation)					•	•
Tourism e.g. increase visitors to the region, people will travel to attend the event program					•	•
Corporate hospitality e.g. complimentary VIP tickets, invitation to event launch/finale					•	•
Opportunity to include advertisement in publication or program						•
Recognition on radio advertising						•
Naming rights to the event, program or activity						•
Logo on state advertising						•

Attendance	Up to $1,000	$1,001 - $5,000	$5,001 - $10,000	$10,001 - $15,000	$15,001 - $25,000	$25,001 - $50,000
Under 500	•	•				
500 – 2,000		•	•			
2,001 – 5,000			•	•		
5,001 – 10,000				•	•	
Over 10,000					•	•

City of Joondalup Delegations Review - 2023

The City commissioned Conway Highbury to undertake a review of the CoJ Delegation of Authority Register. The Consultant's recommendations are provided below and City's Actions / Comments.

Delegation No. NEW	Delegation No. OLD	Title	Responsible Directorate	Consultant Comment and Recommendation	CoJ Management Response	Change	Page No. (marked up copy)	Page No. (Final copy)	CoJ Comment / Recommendation
1.2.1	1.1	Acknowledge Receipt of Primary and Annual Returns	Governance & Strategy	CEO Delegation - If a single Register of Delegations is to be maintained, then delegations by the CEO should be in a separate part.	This recommendation is supported. The City will review the structure of the delegation manual as part of the 2023 review.	Change in structure is supported and will be incorporated into the final approved version of the Delegation Register. Change in delegation numbering from 1.1 to 1.2.1.	1	36	The Delegator for this delegation is the CEO to employee. It has been suggested by the Consultant that the structure of the Delegation Register be in separate parts being; Delegations from Council to CEO and Delegations from CEO to Officers. This is Supported.
1.1.1	1.2	Activities on private land	Infrastructure Services	The City's adoption of this delegation represents a thoroughness of approach, especially given its relevant Local Law does not address private land. Delegation is sound.	Noted. No review required.	No Change to the delegation. Only change in delegation numbering from 1.2 to 1.1.1.	2	6	No change is proposed to the delegation.
1.1.2	1.3	Administer the City's local laws	Governance & Strategy	The City's adoption of this Delegation represents a thorough approach. Delegation is sound.	Noted. No review required other than ensuring all local laws are captured in the statutory framework section. The City has undertaken its eight-year review report and submitted to Council in 2022.	Under Statutory Framework, the following local laws have been added: * *Fencing Local Law 2014* * *Meeting Procedures Local Law 2013* *Change in delegation numbering from 1.3 to 1.1.2.*	3	7	The consultant's recommendation is supported. The addition of the two local laws is included to ensure that all City of Joondalup Local Laws are captured under the Statutory Framework section.
1.1.3	1.4	Agreement for payment of rates and service charges	Corporate Services	The application of the relevant City Policies could be by way of conditions to the delegation instrument, or by reference in the instrument - the latter being the City of Joondalup approach, which is sound - see general comment at commencement of Report. The use of Policy provides greater flexibility to address time frames and processes, rather than as a condition of the delegation. The City should confirm that its relevant Policies are comprehensive in addressing the matters highlighted in the WALGA and Stirling conditions. The delegation is sound.	Noted. No review required; however, comments will be taken into consideration during the 2023 review of the delegations.	No change to the delegation, except for hyperlinks being applied to Council Policies and change in delegation numbering from 1.4 to 1.1.3.	4	8	No change is proposed to the delegation. The policies referred to are kept up to date in accordance with the policy review schedule and considered adequate for purposes of this delegation. WALGA template has been reviewed.
1.1.4	1.5	Amendment to the rate record	Corporate Services	The delegation is sound.	Noted. No review required.	No change to the delegation, except for change in delegation numbering from 1.5 to 1.1.4.	5	9	No change is proposed to the delegation.
1.2.2	1.6	Appointment of authorised persons	Planning and Community Development / Corporate Services	CEO Delegation -If a single Register of Delegations is to be maintained, then delegations by the CEO should be in a separate part.	This recommendation is supported. The City will review the structure of the delegation manual as part of the 2023 review.	Change in structure is supported and incorporated into the final approved version of the Delegation Register. Function of the Delegation has been updated to align with the WALGA template relating to Authorised Persons. Change in delegation numbering from 1.6 to 1.2.2.	6	37	The Delegator for this delegation is the CEO to Officers. It has been suggested by the Consultant that the structure of the Delegation Register be in separate parts being; Delegations from Council to CEO and Delegations from CEO to Officer This is Supported. In addition, the function of the Delegation has been updated to align with the WALGA template.
1.1.5	1.7	Choice of acceptable tenders from an expression of interest	Corporate Services	The City could contemplate adopting the condition as per the WALGA template, although City Policies may already require same? The City should contemplate adopting the Stirling condition, unless it is already an "internal" requirement to do so, and applying generally to City of Joondalup procurement and purchasing?	Noted. No review required; however, comments will be taken into consideration during the 2023 review of the delegations.	No change to the delegation, except for hyperlinks being applied to Council Policies and change in delegation numbering from 1.7 to 1.1.5.	8	10	No change proposed to the delegation. The Stirling condition requiring that specific legislation be followed appears redundant, given that the City is required to comply with all relevant legislation regardless of whether authority is exercised under delegation or not.
1.1.6	1.8	Choice of tender	Corporate Services	The current threshold at which Council must determine tenders is low, for a City dealing with such a magnitude of tenders, by volume and price. Comparable local governments have significantly higher thresholds for tender to be determined by Council - City of Perth has $2m. The City should assess the effect of lifting the threshold (by way of increasing the delegation to the CEO) by: *Evaluating the procurement patterns over the previous 12 months (or more) to evaluate the number of tenders which had to be determined by Council, being more than $500,000 and less than (say) $750,00 or $1m to understand: *Assessment of tenders which were determined by Council in previous 12 months - how many times were the officer's recommendations rejected by Council? If none, or few, it is indication that the officer's assessments are sound and valid, and an increase could be considered in the threshold. *Assessment of how many tenders in previous 12 months would not have needed to be determined by Council, had the threshold been $750,000 or $1m? Whatever the number of examples, had the CEO been able to determine those tenders, it would have meant the tender could have been determined and actioned, without the need of a wait of up to 4 weeks for Ordinary Council Meeting to determine.	Noted. No review required however, comments will be taken into consideration during the 2023 review of the delegations. The threshold for tenders is a matter for the Council to determine	No change to the delegation, except for hyperlinks being applied to Council Policy and change in delegation numbering from 1.8 to 1.1.6.	9	11	It is noted that comparable local governments in the metropolitan area do have considerable higher delegated values for choice of tender. It is also noted that it is rare for a tender recommendation to be rejected or changed when presented to Council. Despite this, unless there is an appetite from Council to increase the threshold, it is not proposed to amend this delegation, as retaining the level of tenders proceeding through Council ensures these are in the public domain, are appropriately scrutinised at Council level and the very low rate of rejections/changes by Council provide comfort that tender processes are working appropriately.
1.1.7	1.9	Closing certain thoroughfare to vehicles	Infrastructure Services	The City should adopt the additional delegations and conditions, as per the WALGA template, unless such provisions are adequately covered otherwise. The City should consider the City of Wanneroo condition whereby all proposals for permanent closure are determined by Council?	The City will consider as part of the 2023 review whether WALGA delegation conditions are appropriate for the City's circumstances, or the local law meets the City's legislative obligations.	Inclusion of additional function and conditions to align with the WALGA template and change in delegation numbering from 1.9 to 1.1.7.	10	12	These additional delegations and conditions are not currently adequately covered and should be included in the delegation.

Delegation No. NEW	Delegation No. OLD	Title	Responsible Directorate	Consultant Comment and Recommendation	CoJ Management Response	Change	Page No. (marked up copy)	Page No. (Final copy)	CoJ Comment / Recommendation
1.1.8	1.10	Complaints - Model Code of Conduct	Governance & Strategy	The delegation is sound.	Noted. No review required.	No change to the delegation, except for hyperlinks being applied to Council Policy and change in delegation numbering from 1.10 to 1.1.8.	11	13	No change is proposed to the delegation.
1.1.9	1.11	Disposing of property	Infrastructure Services	The Delegation is sound and consistent with the WALGA Template and that of the other Cities, but consideration should be given to attaching some of the conditions, especially those in the WALGA template to the City of Joondalup delegation.	Noted. No review required; however, comments will be taken into consideration during the 2023 review of the delegations.	Inclusion of additional function and conditions to align with the WALGA template and change in delegation numbering from 1.11 to 1.1.9.	12	14	Consultant's recommendation is supported. Conditions have been reviewed and incorporated based on the WALGA template, including a reduction in the maximum value of a property that may be disposed of under delegation, from $900,000 to $500,000.
1.1.10	1.12	Acquisition of interest in land by lease or other short term instrument	Infrastructure Services	Delegation and conditions are sound which presumably has been adopted for specific circumstances at the City of Joondalup. It may be possible to apply it as a condition on an existing, or related Delegation?	Noted. No review required.	No change to delegation, except for a change in delegation numbering from 1.12 to 1.1.10.	14	15	The delegation was only recently introduced and it is not recommended that any amendments are applied at this stage.
1.1.11	1.13	Entry in an emergency Title change to: 'Power of Entry'	Planning and Community Development	Generally consistent with WALGA template and delegations of other Cities although the relevant Delegations at 1.13, 1.18 could be combined, as per WALGA template 1.2.3Powers of Entry. In addition, it is noted that the City's delegations on these matters do not address s.3.28 When this Subdivision applies, s.3.32 Notice of entry and s.3.33 Entry under warrant – the City should consider a single Delegation as per WALGA template WALGA template 1.2.3Powers of Entry.	The City will review the extension of the delegation as part of the 2023 review.	Delegations 1.13 and 1.18 consolidated into a single delegation as recommended and consistent with WALGA template. Incorporating delegation per WALGA template also captures other relevant delegations (s3.28, s3.32 and s3.33). Conditions of current CoJ delegations retained. Delegation 1.13 renamed more broadly to more accurately reflect the broader number of matters it now incorporates. Change in Delegation title from "Entry in an Emergency" to "Power of Entry". Change in delegation numbering from 1.13 to 1.1.11.	15	16	City has consolidated 1.13 and 1.18 into one delegation "Powers of Entry" as per the consultants recommendation. The change combines and simplifies multiple current delegations and also incorporates additional delegations indentified in the WALGA template.
1.1.12	1.14	Establishing panels of pre-qualified suppliers	Corporate Services	This Delegation cannot be made unless the Council has adopted a Policy (Panels of Pre-Qualified Suppliers) in accordance with the *Local Government (Functions and General) Regulations 1996* 24AC – it is presumed that the City of Joondalup has such a Policy.	Noted. Comments will be taken into consideration during the 2023 review. It is noted that the City does have policy provisions related to pre-qualified suppliers.	No change to delegation, except for change in delegation numbering from 1.14 to 1.1.12.	16	17	The City's *Purchasing Policy* includes specific provisions addressing the requirements in Reg 24AC regarding Panels of Pre-Qualified Suppliers. There does not appear to be requirement to have a separate policy to this effect.
1.1.13	1.15	Extension of existing contracts	Corporate Services	The City should also consider adopting the WALGA template conditions.	Noted. No review required however, comments will be taken into consideration during the 2023 review of the delegations.	No change to delegation, except for change in delegation numbering from 1.15 to 1.1.13.	17	18	It is considered that the conditions in the existing delegation are appropriate, and adopting the WALGA template conditions is not considered necessary
1.2.3	1.16	Infringements - Extension of time to pay and withdrawal of notices	Planning and Community Development	CEO Delegation - If a single Register of Delegations is to be maintained, then delegations by the CEO should be in a separate part.	This recommendation is supported. The City will review the structure of the delegation manual as part of the 2023 review.	Change in structure is supported and will be incorporated into the final approved version of the Delegation Register. Change in delegation numbering from 1.16 to 1.2.3.	18	38	The Delegator for this delegation is the CEO to Officers. It has been suggested by the Consultant that the structure of the Delegation Register be in separate parts being; Delegations from Council to CEO and Delegations from CEO to Officers. This is Supported.
1.1.14	1.17	Objection to the rate record	Corporate Services	Delegation sound, but City should consider including WALGA template condition.	Noted. No review required however, comments will be taken into consideration during the 2023 review of the delegations.	No change to delegation, except for change in delegation numbering from 1.17 to 1.1.14.	19	19	WALGA template conditions are not considered necessary, as they do not add value to the existing delegation
REVOKED	1.18	Opening of fences	Infrastructure Services	Delegation and condition are sound.	Noted. No review required.	Removal of delegation, and incorporated into 1.13 - Entry in an Emergency (old) / 1.1.11 - Power of Entry (new).	20		City has consolidated 1.13 and 1.18 into one delegation "Powers of Entry" as per the consultants recommendation.
1.1.15	1.19	Payments from municipal fund - Incurring liabilities and making payments	Corporate Services	Delegation and conditions are sound and consistent with WALGA template and other Cities.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 1.19 to 1.1.15.	21	20	No change to the delegation proposed.
1.1.16	1.20	Authorising payment from the trust fund	Corporate Services	Delegation and conditions are sound and consistent with WALGA template and other Cities.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 1.20 to 1.1.16.	27	25	No change to the delegation proposed.
1.1.17	1.21	Payments from municipal fund and trust fund - Signatories to bank accounts	Corporate Services	Not clear why this delegation condition is needed as such matters could be addressed as a function of the CEO under the Local Government (Functions and General) Regulations 1996 or under delegated authority to the CEO to determine by way of a condition? That said it is open to Council to attach whatever conditions it sees fit.	Noted. No review required however, comments will be taken into consideration during the 2023 review of the delegations.	No change to delegation, except for change in delegation numbering from 1.21 to 1.1.17.	28	26	The delegation is proposed to be retained as the conditions set by Council are very specific with regard to thresholds and sub-delegations. Retaining this allows for visibility in the public domain and clarity for staff.

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1.1.18	1.22	Power to invest	Corporate Services	The delegation is sound but would benefit from the addition of conditions, especially those in the WALGA template.	Noted. No review required however; comments will be taken into consideration during the 2023 review of the delegations.	Change in subdelegate conditions: Manager Financial Services (00075) - increased from $3M to $4.5M. Senior Management Accountant (00083) and Senior financial Accountant (00078) - Increase from $1.5M to $3M. Hyperlinks applied to Policy references. Change to delegation numbering from 1.22 to 1.1.18.	30	28	Rationale: Change is proposed to sub-delegation limits. The current limits have remained unchanged for several years and were set when the investment portfolio was significantly lower than present. Increasing the limits allows the City to take advantage of Term Deposit (TD) rates offered for larger placements without having to place these as separate TDs, which impacts workflow efficiency, especially during high-volume times of the year (rates season). Limits proposed compare favourably with other LG's. Stirling and Wanneroo have no separate Investment delegation and presumably utilise the payments delegation to cover this function, with no limits applied at all to sub-delegates. Comments: Conditions in the WALGA template do not appear to necessarily strengthen the delegation, as they simply reiterate the requirement to comply with legislation, report monthly, etc all of which are already provided for within the broader legislation and policy documents. Repeating them here as conditions is not necessary. Sub-delegation limits increase proposed to improve workflow efficiency and recognise growth of investment portfolio since limits first set more than ten years prior. City of Stirling: No Power to Invest delegation at all; presumably utilises delegation "Payments from Municipal, Reserve and Trust Funds", which has no $ limits assigned to any of the sub-delegations. City of Perth: Power to Invest delegation; sub-delegations have limit of $10m for short-term money market placements per transaction and $5m for other markets per transaction City of Wanneroo: No separate Power to Invest delegation; presumably utilises delegation "Payments from Municipal and Trust Fund", which applies no $ limits to sub-delegations, other than for approval of invoices, not applying to funds transfer City of Gosnells: Investments delegation; contains sub-delegations to Director Business Services and Chief Financial Officer only. No $ limits applied, and no further sub-delegations.
1.1.19	1.23	Recovery of rates and service charges	Corporate Services	The City should consider the addition of the s6.64 of the Local Government Act 1995 delegation as per WALGA template.	The City will consider as part of the 2023 review.	The inclusion of the provision 6.64(3) of the Local Government Act 1995 (in line with WALGA template), in respect to: Authority to lodge (and withdraw) a caveat to preclude dealing in respect of land where payment of rates or service charges imposed on the land in arrears. Inclusion of sub-delegate conditions in respect to section 6.56 and 6.64 (3) of the Act. Change in delegation numbering from 1.23 to 1.1.19.	31	29	Rationale: Lodgement and withdrawal of caveats currently requires the CEO and the Mayor to sign off. The WALGA template includes provision for this function to be delegated from Council to the CEO. Comment: Noting that the amendment proposes that the delegation under section 6.64(3) be sub-delegated to Director Corporate Services.
1.1.20	1.24	Recovery of rates and service charges from lessee	Corporate Services	Delegation is sound.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 1.24 to 1.1.20.	32	30	No change proposed to delegation.
1.1.21	1.25	Payments from municipal fund - Incurring liabilities and making payments for court fees in respect of lodgements of rates claims (WA Magistrates' court)	Corporate Services	It is not clear why this delegation is needed, given Delegation 1.19? It is also noted that neither the WALGA template, nor the other Cities have a similar delegation. Consultant Recommendation - N/A	Noted. No review required however; comments will be taken into consideration during the 2023 review of the delegations.	No change to delegation, except for change in delegation numbering from 1.25 to 1.1.21.	33	31	Rationale: Delegation is required because the limits proposed for two of the officers with sub-delegation are higher than their corresponding limits under 1.19 delegation. It is considered appropriate to retain this delegation to maintain the different limits for this purpose. Comment: Delegation is considered appropriate to retain.
1.1.22	1.26	Seeking expressions of interest	Corporate Services	The delegation is sound and generally consistent with the WALGA template and the other Cities. It is noted that the Delegation references only Reg 21, whereas the WALGA template also references Reg 23, and the City should contemplate including same.	Noted. No review required; however, comments will be taken into consideration during the 2023 review of the delegations.	No change to delegation, except for change in delegation numbering from 1.26 to 1.1.22.	34	32	Potential Delegation under Reg 23 is already addressed in current delegation 1.7 (refer). No change proposed to delegation.
1.1.23	1.27	Waiver of fees and granting of concessions	Corporate Services	The delegation is sound but the conditions in the WALGA template may add value to the City's delegation and bear consideration.	Noted. No review required however, comments will be taken into consideration during the 2023 review of the delegations.	Change to sub-delegation conditions Part 3 (b) and Part 4 (b) to include waiving of printing fees by library employees so that request from members of the public at libraries for City Minutes and Agendas can be provided at no cost from 1 July 2023, as hardcopy minutes and agendas are available upon request at public libraries. Inclusion of Part 8 in the sub-delegates conditions to Manager Community Safety (00912) - Limited to waiving of parking fees and abandoned vehicle fees. Inclusion of hyperlinks to Policy reference, and change to delegation numbering from 1.28 to 1.1.23.	35	33	WALGA template conditions are not considered to add value to the delegation. No change proposed to delegation, except for additional sub-delegation conditions to improve operational efficiencies.

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1.1.24	1.28	Write off of monies	Corporate Services	The delegation is sound although consideration should be given to reviewing and amending the "individual" limit, and to take account of cumulative provisions.	Noted. No review required however; comments will be taken into consideration during the 2023 review of the delegations.	No change to delegation, except for change in delegation numbering from 1.28 to 1.1.24.	37	35	Rationale: Applying a cumulative limit is not considered appropriate for exercise of this delegation. Not entirely clear whether the consultant's review report has considered that write-offs are at debtor level, not simply individual invoice level. Where the debtor balance owing is within the prescribed limits, the delegation can be exercised. Should also be noted that the requirement to report regularly to the Audit and Risk Committee provides Council with sufficient detail of the extent to which the delegation is exercised. Comment: The regular reporting to Audit and Risk Committee mitigates the risk of the delegation being exercised in an unreasonable manner, as Council has sight of those instances where this is exercised currently.
1.1.25	NEW	Control Reserves and Certain Unvested Facilities	Governance & Strategy	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person. Accordingly, the City should review its Register of Delegations to address this issue – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	To be included as a new delegation.	38	37	The City would benefit from including a new delegation in line with the WALGA template, in relation to Control Reserves and certain Unvested Facilities. The delegation functions allows: Authority to agree to the method for control and management of an unvested facility within two LG districts in line with the Parks and Reserves Act 1985 [s. 3.54(1)]. This new delegation is Supported.
1.1.26	NEW	Obstruction of Footpaths and Thoroughfares	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person – see WALGA template 1.29. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law) – see also Issues Report.	The City will review the requirement for such a delegation during the 2023 review of the delegations.	To be included as a new delegation.	39	38	The City would benefit from including a new delegation in line with the WALGA template, in relation to Obstruction of Footpaths and Thoroughfares. The function of the deleagation includes: Providing authority to approve / refuse works over or near a footpath on land that is local government property to protect footpath whilst works are being undertaken. Authority to require an owner or occupier of land to remove anything obstructing a public thoroughfare. This new delegation is Supported.
1.1.27	NEW	Crossing - Construction, Repair and Removal	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.12. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	To be included as a new delegation.	40	39	The City would benefit from including a new delegation in line with the WALGA template, in relation to Crossing - Construction, Repair and Removal. The function of the delegation includes: Authority to approve / refuse application for the construction of a crossing giving access from public thoroughfare to land or private thoroughfares servicing land. This new delegation is Supported.
1.1.28	NEW	Private Works on, over or under Public Places	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.13. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law) – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	To be included as a new delegation.	41	40	The City would benefit from including a new delegation in line with the WALGA template, in relation to Private Works on, over or Under Public Places. The function of the delegation includes: Authority to give notice to a landowner or occupier if it is considered that clearing the owners or occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift. This new delegation is Supported.
1.1.29	NEW	Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.15. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law – see City of Wanneroo Site Erosion and Sand Drift Prevention Local Law 2016) – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	To be included as a new delegation.	42	41	The City would benefit from including a new delegation in line with the WALGA template, in relation to Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift. The function of the delegation includes: Authority to grant / refuse permission to construct a specified thing , on, over, or under a specified public thoroughfare or public place that is local government property. This new delegation is Supported.
4.1.1	3.1	Amendments to the parking schemes	Planning and Community Development	The delegation is sound, but it is not clear why it is needed, given the function relates to City of Joondalup Parking Local Law 2013 and it (along with other City of Joondalup Local Laws) is addressed with Delegation 1.3?	Noted. No review required however; comments will be taken into consideration during the 2023 review of the delegations.	Sub delegation broadened to include Manager Community Safety (00912). Addition of hyperlinks to the Council Policies Manual to respective policies relating to the delegation.	44	68	Rationale: As parking schemes including the implementation, alteration and removal of all parking restrictions are managed by the Manager Community Safety, delegation is required to allow approval at this level. Comment: Amendments to parking schemes are an operational matter and can be more implemented efficiently by extending the sub-delegation to the Manager Community Safety in addition to the Director Planning and Community Development.

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3.1.1	3.2	Authorised persons under the Building Act 2011	Planning and Community Development	The delegation is sound, but it may be prudent to include the condition, as per WALGA template - An authorised person for the purposes of sections 96(3) and 99(3) is not an approved officer or authorised officer for the purposes of Building Regulation. 70.	Comments noted, however a note as per the WALGA template rather than a condition is considered appropriate.	An additional function to also authorise revoking of appointment of authorised persons has been added. A note has been added to clarify that the delegation does not refer to authorised persons for the purposes of Building Regulation 70. Section 99(3) of the Building Act 2011 has been included in reference to the statutory framework.	45	46	Rationale: The ability to revoke appointment of authorised persons has been added as per the WALGA template. Section 99(3) of the Building Act 2011 which deals with this matter has been added. A note has been included for clarity, to ensure it is understood that the authorised person is not authorised for the purposes of Building Regulation 70 - which refers to the *Criminal Procedures Act 2004* and in turn would otherwise give ability to those authorised, to issue infringement notices. Comment: Changes in delegation in line with WALGA template relating to the ability to revoke appointment of authorised persons.
3.1.2	3.3	Building Act 2011 - Issuing certificates of building compliance and design compliance	Planning and Community Development	The delegation is sound and consistent with the WALGA template, and delegations of the other Cities.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.3 to 3.1.2.	46	47	No changes are proposed to this delegation.
3.1.3	3.4	Building Act 2011 - Granting building and demolition permits, building approval certificates and occupancy permits	Planning and Community Development	The delegation is sound and consistent with the WALGA template, and delegations of the other Cities. It is noted that Delegations 3.4, 3.5.1, 3.5.2 deal with granting or refusing and cancelling or extending building and demolition permit applications, building approval certificates and occupancy permits – accordingly they could be combined into a single instrument of Delegation, although it is noted that the WALGA template has 2 instruments - 2.1.1 Grant a Building Permit and 2.1.2 Demolition Permits.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.4 to 3.1.3.	47	48	No changes are proposed to this delegation.
3.1.4	3.5.1	Building Act 2011 - Refusing and cancelling building and demolition permit applications, building approval certificates and occupancy permits	Planning and Community Development	It is noted that Delegations 3.4, 3.5.1, 3.5.2 deal with granting or refusing and cancelling or extending building and demolition permit applications, building approval certificates and occupancy permits – accordingly they could be combined into a single instrument of Delegation, although it is noted that the WALGA template has 2 instruments - 2.1.1 Grant a Building Permit and 2.1.2 Demolition Permits.	WALGA template has 3 instruments including 2.1.3 Ocupancy Permits or Building Approval Certificates. The City's delegations have the same number of instruments (3) as the WALGA template, however these are structured by function rather than by permit type.	No change to delegation, except for change in delegation numbering from 3.5.1 to 3.1.4.	48	49	No changes are proposed to the delegation as the existing structure allows for appropriate subdelegates based on the functions being delegated.
3.1.5	3.5.2	Building Act 2011 - Extending the duration of building and demolition permits, building approval certificates and occupancy permits	Planning and Community Development	The delegation is sound and consistent with the WALGA template, and delegations of the other Cities. It is noted that Delegations 3.4, 3.5.1, 3.5.2 deal with granting or refusing and cancelling or extending building and demolition permit applications, building approval certificates and occupancy permits – accordingly they could be combined into a single instrument of Delegation, although it is noted that the WALGA template has 2 instruments - 2.1.1 Grant a Building Permit and 2.1.2 Demolition Permits.	WALGA template has 3 instruments including 2.1.3 Ocupancy Permits or Building Approval Certificates. The City's delegations have the same number of instruments (3) as the WALGA template, however these are structured by function rather than by permit type.	Change in delegation numbering from 3.5.2 to 3.1.5.	49	50	No changes are proposed to the delegation as the existing structure allows for appropriate subdelegates based on the functions being delegated.
3.1.6	3.6	Building Act 2011 - Building Orders	Planning and Community Development	The delegation is sound and consistent with that of the WALGA template and the other Cities. It is noted that the legislative reference for the function at the Delegation is quoted as Division 5 of Part 8 of the Building Act 2011 – this covers Sections 110 – 118 which are all the relevant provisions, but it may be preferable to spell out the provisions in detail, as the WALGA template does, and to be consistent with the approach taken in other Delegations – see also Issue Report.	Noted. Comments have been taken into account and changes reflected in the delegations.	Relevant functions under Division 5 of Part 8 of the *Building Act 2011* have now been detailed. A condition has been included to reflect the significance of functions 5 and 6 as now detailed in the delegation. Section 133 of the *Building Act 2011* has been included in the statutory framework as this relates to initiating prosecution for non-compliance with a building order. New Delegations being 3.1.7, 3.1.8 and 3.1.9 are proposed in relation to provision in the *Building Act 2011* and *Building Regulations 2012*. Also change in delegation numbering from 3.6 to 3.1.6.	50	51	Rationale: The changes provide further detail and clarification regarding all matters currently undertaken by the City's administration in relation to the issuing of a building permit, which are not limited only to serving a building order. Comment: The changes provide clarity that a range of functions in relation to building orders are undertaken administratively by the City. The conditions proposed are recommended in order to reflect current administrative practice.
3.1.7	NEW	Inspection and Copies of Building Records	Planning and Community Development	The City does not appear to have adopted a delegation to address this function, and should consider doing so, ideally to align with the WALGA template. If the City does not do so, then such requests must be determined by Council.	The City considers there to be limited benefit to such a delegation however, the requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	To be included as a new delegation.	51	52	New delegation in line with the WALGA template. Although this matter is considered administrative in nature, it has been included as a new delegation (3.1.7) in accordance with the recommendation.
3.1.8	NEW	Private Pool Barrier - Alternative and Performance Solutions	Planning and Community Development	The City does not appear to have a delegation to address this issue, and should do so, ideally to align with the WALGA template. If the City does not do so, then such requests must be determined by Council.	The requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	To be included as a new delegation.	52	53	New delegation in line with the WALGA template. This has been included as a new delegation (3.1.8) in accordance with the recommendation, although such requests are rarely recieved.
3.1.9	NEW	Smoke Alarms - Alternative Solutions	Planning and Community Development	The City does not appear to have a delegation to address this issue, and should do so, ideally to align with the WALGA template. If the City does not do so, then such requests must be determined by Council.	The requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	To be included as a new delegation.	53	54	New delegation in line with the WALGA template. This delegation has been included as a new delegation (3.1.9) in accordance with the recommendation, although such requests are rarely received.

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3.2.1	3.7	Bush Fires Act 1954 - Functions of a local government	Planning and Community Development	This delegation is sound and as an englobo approach applies to everything that the local government may do under the Act, however it does not address one matter which the Act requires to be addressed in a different manner - see Issues Report.	Noted. No review required; however, comments will be taken into consideration during the 2023 review of the delegations.	No change to delegation, except for change in delegation numbering from 3.7 to 3.2.1.	54	55	No changes are proposed to this delegation.
3.3.1	3.8	Cat Act 2011 - Powers and duties of a local government	Planning and Community Development	The delegation is sound and applies an englobo approach to all possible delegations under the Cat Act 2011.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.8 to 3.3.1.	55	56	No changes are proposed to this delegation.
3.4.1	3.9	Dog Act 1976 - Powers and duties of a local government	Planning and Community Development	The delegation is sound and applies an englobo approach to all possible delegations under the Dog Act 1976. The Delegation includes the required provision permitting the CEO to sub delegate (s10AA (3)) Care needs to be taken to ensure that delegates are aware that there are several matters at s31 Control of dogs in certain public places, which cannot be delegated because they require an absolute majority.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.9 to 3.4.1.	56	57	No changes are proposed to this delegation.
3.5.1	3.10	Food Act 2008 - Functions of an enforcement agency	Planning and Community Development	The delegation is sound, adopting an englobo approach to all matters capable of being delegated, and delegating all possible matters to the CEO. Consideration should be given to addressing some issues not specified, with limits, or conditions, such as in relation to s70(2), (3) – determining compensation, where in the absence of any limits, the CEO has infinite discretion to determine – noting that may be Council's specific intention, in which case no further edit is needed. However, while the CEO may "work though" other employees in fulfilling the functions, it may be preferable that the Council delegates to other employees, as well as the CEO, given there are no powers to sub delegate under the Act.	Noted. Although the inclusion of specific references to each section of the Food Act 2008 (the Act) that references 'local government' would provide greater transparency on the administration of those provisions, it is acknowledged that these functions of the Act that include the issuing of Food Business Registration certificates and Prohibition Orders can be undertaken under the principles of 'working through' the Chief Executive Officer. The Chief Executive Officer has also appointed Environmental Health Officers as authorised officers and designated officers under the Act, which is presented in the City's authorised persons register. It is noted that the Chief Executive Officer is not provided with a limit in regard to compensation claims relating to the service of a Prohibition Order or the seizing of equipment, however, such claims have never occurred.	No change to delegation, except for change in delegation numbering from 3.10 to 3.5.1.	57	58	No changes are proposed to this delegation.
3.6.1	3.11	Graffiti Vandalism Act 2016 - Powers and duties of a local government	Planning and Community Development	The delegation is sound, adopting an englobo approach to all matters capable of being delegated, and delegating all possible matters to the CEO.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.11 to 3.6.1.	58	59	No changes are proposed to this delegation.
3.7.1	3.12.1	Local Planning Scheme No. 3 - Delegations - General	Planning and Community Development	The delegation appears sound, with no equivalent in WALGA template, or other Cities due to unique nature of planning matters.	The City has identified some amendments to this delegation to streamline processing of applications including: • To allow Senior Planners to determine applications where objections are not valid or where proposal is amended/conditions imposed so the element meets the relevant deemed-to-comply or design standard.	Change to delegation a(i) to allow Senior Planners to determine applications where objections are not valid or where proposal is amended/condition imposed so the element meets the relevant deemed-to-comply or design standard. Changes also allow Coordinator Planning Services to determine applications where up to 3 objections have been received. Change to delegation numbering from 3.12.1 to 3.7.1.	59	60	Rationale: Changes are recommended to this delegation to streamline processing of development applications and minimise unnecessary escalation, and to improve processing times for business applications (signage). Comment: It is proposed to make changes relating to dealing with applications where objections are received, boundary walls and signage applications to avoid unnecessary escalation of applications and time delays in relation to the following issues: 1. current delegations require any application where an objection has been received to be determined by the Manager Planning Services or Manager Regulatory Services. This practice is inefficient and results in unnecessary delays to timeframes when objections have no planning merit, relate to elements of the proposal which are compliant with the relevant development standards, where the proposal is amended to address the objection or a condition is imposed on a development approval resulting in that element becoming compliant. It is also proposed to provide delegation the Coordinator Planning Approvals (00112 and 01313) to determine applications where up to 3 relevant objections are received as the exercise of discretion should not vary simply due to an objection being received. More than 3 valid objections will be escalated to the Manager. 2. In relation to boundary walls, the current controls result in applications with very minor departures being escalated to the Manager. In addition, any the majority of applications for all grouped dwellings on a parent lot are required to be escalated to the Manager as boundary walls are often proposed on internal boundary walls in addition to one or two parent lot boundary walls. 3. The City is currently looking to improve approval timeframes for local businesses. The current delegations impact this as they require applications for signage that propose a departure more than 10% to be escalated to the Manager.
3.7.2	3.12.2	Local Planning Scheme No. 3 - Delegations - General	Planning and Community Development	The delegation appears sound, with no equivalent in WALGA template, or other Cities due to unique nature of planning matters.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.12.2 to 3.7.2.	62	63	No changes are proposed to this delegation.
3.7.3	3.13	Planning and Development Act 2005 - Power as to illegal development	Planning and Community Development	Delegation is sound.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.13 to 3.7.3.	64	65	No changes are proposed to this delegation.
3.7.4	3.14	Planning and Development (Local Planning Schemes) Regulations 2015 - Determine development applications for	Planning and Community Development	Sound.	Noted. No review required.	No change to delegation, except for change in delegation numbering from 3.14 to 3.7.4	65	66	No changes are proposed to this delegation

Delegation No. NEW	Delegation No. OLD	Title	Responsible Directorate	Consultant Comment and Recommendation	CoJ Management Response	Change	Page No. (marked up copy)	Page No. (Final copy)	CoJ Comment / Recommendation
3.8.1	3.15	Public Health Act 2016 - Functions of an enforcement agency	Planning and Community Development	Delegation is sound although consideration should be given to the adoption of a specific delegation regarding Health (Asbestos) Regulations 1992 - see WALGA template 8.1.1 – see Issues Report. Englobo delegation to CEO is sound, and although the CEO can use "working through" on many matters, it may be prudent for Council to delegate some functions to other employees, as well as the CEO: - see WALGA template 8.1.2 Enforcement Agency Reports to the Chief Health Officer, - see WALGA template 8.1.3 Designate Authorised Officers see WALGA template 8.1.4 Determine Compensation for Seized Items - where in the absence of any limits, the CEO has infinite discretion to determine – noting that may be Council's specific intention, in which case no further edit is needed.	Noted. Although the inclusion of specific references to each section of the *Public Health Act 2008* (the Act) that references 'local government' would provide greater transparency on the administration of those provisions, it is acknowledged that these functions of the Act can be undertaken under the principles of 'working through' the Chief Executive Officer. Although the inclusion of specific references to each section of the *Public Health Act 2008* (the Act) that references 'local government' would provide greater transparency on the administration of those provisions, it is acknowledged that these functions of the Act can be undertaken under the principles of 'working through' the Chief Executive Officer.	No change to delegation, except for change in delegation numbering from 3.15 to 3.8.1	66	67	No changes are proposed to this delegation.
Not Applicable.	All delegations	Administrative changes	Governance & Strategy	Some delegations quote specific legislative references in support of, or as the function being delegated – for example Delegation 1.19 which references Regulations 5, 11 and 12 of the Local Government (Financial Management) Regulations 1996, others reference a Part of an Act - for example delegation 3.6 which references Division 5 of Part 8 of the Building Act 2011. In the same way some Delegations provide an englobo reference - for example Delegation 3.8, which while sound would be better (and consistent with other Delegations) if the relevant legislative references were clearly stated. That the City consider a uniform approach to the legislative references in Delegations, using the WALGA template which specifies each legislative provision being delegated.	This recommendation is supported.	Change to delegations to include a reference to the"Express Power to Delegate" and "Express Power or Duty Delegated" as per the consultant's recommendation.	N/A	All	A reference to the"Express Power to Delegate" and "Express Power or Duty Delegated" has been included as per the recommendation. This is supported.
Not Applicable.	All delegations	Administrative changes	Governance & Strategy	Some delegations require compliance with the relevant City Policy/ies, others do not. Whilst all delegates must comply with relevant City Policies and procedures, it is a question for the City to determine as to whether such a condition needs to be imposed. As a matter of policy, the City should also consider providing a hyperlink on all delegations to the relevant Policy or Procedure. This has the advantage of ensuring the delegate/s are aware of the relevant Policy/Procedure, and applicants for the exercise of a discretion can use the link to become aware of the Policy/Procedure. For example, the City may have a Policy/Procedure regarding assessing application to keep 3-6 dogs under delegated authority and which might address: •The extent and duration of any calling for submissions on the proposal •The requirement for the assessment to include a search to determine if the applicant has been the subject of complaints relating to dogs, any convictions etc, which may be relevant factors in determining the application •The adequacy of the gates, fences, and latches at the property the subject of the application, having regard to the size and breed of the dogs Thus, a potential applicant can ascertain the processes and requirements to be addressed and met. If the City decides to impose a condition on all delegations for the delegate/s to comply with relevant City Policies/Procedures, then the City should consider providing a hyperlink on all delegations to the relevant Policy or Procedure.	Any hyperlinks will only be to City policies which are publicly available. City protocols, procedures and processes are internal operational documents to assist delegated officers.	Change to delegations to include hyperlinks where applicable, as per the consultant's recommendation.	N/A	All	Change to delegations to include hyperlinks where applicable, as per the consultant's recommendation. This is supported.
Not Applicable.	Some delegations	Administrative changes	Governance & Strategy	Some Delegations are englobo delegations, such as 3.8 (Cat Act 2011), 3.9 (Dog Act 1976), which while addressing all possible delegations would benefit from the attachment of conditions pertaining to some delegations. The City should consider using the WALGA template approach, rather than englobo delegations, to ensure that full details of functions, and conditions where relevant are properly addressed by delegates.	The City will review these delegations as part of the 2023 review.	Individual delegations hve been reviewed and changes made, where applicable.	N/A	N/A	Individual delegations have been reviewed and changes made, where applicable.
Not Applicable.	Some delegations	Administrative changes	Governance & Strategy	The City's Register of Delegations appears to contain no delegations in relation to the Local Government (Uniform Local Provisions) Regulations 1996 - unless covered by the City's Local Laws?	The City will review these delegations as part of the 2023 review.		N/A	N/A	As part of the 2023 delegation review the City has proposed four new delegations (aligned to WALGA template) with expressed power / duty in relation to the *Local Government (Uniform Local Provisions) Regulations 1996*. These new delegations being: 1.1.26 Obstruction of Footpaths and Thoroughfares. 1.1.27 Crossing - Construction, Repair and Removal. 1.1.28 Private Works on, over or under Public Places. 1.1.29 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand drift.

City of Joondalup Delegations Review - 2023

Matters in WALGA template or other Cities' Delegations not specifically addressed in City of Joondalup Register of Delegations.

WALGA template No.	Subject	Responsible Directorate	Consultant Comment and Recommendation	CoJ Management Response	CoJ Comment / Recommendation
1.2.1	Performing Functions Outside the District	Infrastructure Services	The City should consider adopting this delegation, as per WALGA template 1.2.1, unless Council has determined that it does not wish to do so.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	It is considered there would be limited cirumstances where it may be appropriate for the City of Joondalup's functions to be performed outside of the district, and as such it is considered there is limited benefits in adopting a delegated authority related to this function. The WALGa delegation related to *Performing Functions Outside the District* is not proposed at this time.
1.2.2	Compensation - Damage Incurred when Performing Executive Functions	Corporate Services	The City should consider adopting this delegation, as per WALGA template 1.2.2, unless Council has determined that it does not wish to do so.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	It is considered appropriate that any action in the context of compensation of this nature ought to be a decision of Council, rather than a decision under delegated authority. The delegation is Not Supported.
1.2.4	Declare Vehicle is Abandoned Vehicle Wreck	Planning and Community Development	The CEO is able, as of right, pursuant to s9.10 *Local Government Act 1995* to appoint Authorised Persons for the purpose of this function but there is a requirement for a delegation to the CEO to cover s3.40A, which is function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person. Accordingly, the City should review its Register of Delegations to address this issue – see also Issues Report.	The City will review the requirement for such a delegation during the 2023 review of the delegations and whether the City's local laws are sufficient.	Pursuant to s9.10 *Local Government Act 1995* the CEO has appointed Authorised Persons in the Community Safety Business Unit to perform function relating to this WALGA delegation. This WALGA Delegation relating to *Declare vehicle is Abandoned Vehicle Wreck* is not required at this time.
1.2.5	Confiscated or Uncollected Goods	Planning and Community Development	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person. Accordingly, the City should review its Register of Delegations to address this issue – see also Issues Report.	The City will review the requirement for such a delegation during the 2023 review of the delegations and whether the City's local laws are sufficient.	Pursuant to s9.10 Local Government Act 1995 the CEO has appointed Authorised Persons in the Community Safety Business Unit to perform function relating to this WALGA delegation. This WALGA Delegation relating to *Confiscated or Uncollected Goods* is not required at this time.
1.2.6	Disposal of Sick or Injured Animals	Planning and Community Development	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person. Accordingly, the City should review its Register of Delegations to address this issue – see also Issues Report.	The City will review the requirement for such a delegation during the 2023 review of the delegations and whether the City's local laws are sufficient.	Pursuant to s9.10 Local Government Act 1995 the CEO has appointed Authorised Persons in the Community Safety Business Unit to perform function relating to this WALGA delegation. This WALGA Delegation relating to *Disposal of Sick or Injured Animals* is not required at this time.

WALGA template No.	Subject	Responsible Directorate	Consultant Comment and Recommendation	CoJ Management Response	CoJ Comment / Recommendation
1.2.8	Control Reserves and Certain Unvested Facilities	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person. Accordingly, the City should review its Register of Delegations to address this issue – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	The City would benefit from including a new delegation in line with the WALGA template, in relation to Control Reserves and certain Unvested Facilities. The delegation functions allows: Authority to agree to the method for control and management of an unvested facility within two LG districts in line with the Parks and Reserves Act 1985 [s. 3.54(1)]. New delegation 1.1.25 to be included in the Register. The new delegation is Supported.
1.2.9	Obstruction of Footpaths and Thoroughfares	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person – see WALGA template 1.29. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law) – see also Issues Report.	The City will review the requirement for such a delegation during the 2023 review of the delegations.	The City would benefit from including a new delegation in line with the WALGA template, in relation to Obstruction of Footpaths and Thoroughfares. The function of the deleagation includes: Providing authority to approve / refuse works over or near a footpath on land that is local government property to protect footpath whilst works are being undertaken. Authority to require an owner or occupier of land to remove anything obstructing a public thoroughfare. New delegation 1.1.26 to be included in the Register. The new delegation is Supported.
1.2.10	Gates Across Public Thoroughfares	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.10. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law) – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	This delegation is not relevant to City of Joondalup. The delegation is Not Supported.
1.2.11	Public Thoroughfare - Dangerous Excavations	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.11. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law) – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	The City of Joondalup *Local Government and Public Property Local Law 2014* allows authorised persons to perform relevant functions covered by the WALGA delegation. This WALGA Delegation relating to *Public Thoroughfare - Dangerous Excavation*s is not required at this time.

WALGA template No.	Subject	Responsible Directorate	Consultant Comment and Recommendation	CoJ Management Response	CoJ Comment / Recommendation
1.2.12	Crossing - Construction, Repair and Removal	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.12. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law) – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	The City would benefit from including a new delegation in line with the WALGA template, in relation to Crossing - Construction, Repair and Removal. The function of the delegation includes: Authority to approve / refuse application for the construction of a crossing giving access from public thoroughfare to land or private thoroughfares servicing land. New delegation 1.1.27 to be included in the Register. The new delegation is Supported.
1.2.13	Private Works on, over or under Public Places	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.13. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law) – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	The City would benefit from including a new delegation in line with the WALGA template, in relation to Private Works on, over or Under Public Places. The function of the delegation includes: Authority to give notice to a landowner or occupier if it is considered that clearing the owners or occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift. New delegation 1.1.28 to be included in the Register. The new delegation is Supported.
1.2.15	Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift	Infrastructure Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.15. Accordingly, the City should review its Register of Delegations to address this issue Unless covered by a Local Law – see City of Wanneroo Site Erosion and Sand Drift Prevention Local Law 2016) – see also Issues Report.	The benefit of such a delegation is questioned and any requirement for the delegation is a matter for Council to determine. The suggestion will be taken into consideration during the 2023 review of the delegations.	The City would benefit from including a new delegation in line with the WALGA template, in relation to Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift. The function of the delegation includes: Authority to grant / refuse permission to construct a specified thing , on, over, or under a specified public thoroughfare or public place that is local government property. New delegation 1.1.29 to be included in the Register. This new delegation is Supported.
1.2.19	Tenders for Goods and Services - Exempt Procurement	Corporate Services	The City does not appear to have a delegation which addresses this issue and should determine whether it may be prudent to determine a delegation, ideally based on WALGA template 1.2.18 Tenders for Goods and Services – Accepting and Rejecting Tenders; Varying Contracts; Exercising Contract Extension Options. – unless Council has determined not to make such a delegation.	The City considers there to be limited benefit to such a delegation given these matters are addressed in the Council's procurements policies and protocols however, the delegation will be reviewed as part of the 2023 review of the delegations.	This WALGA delegation is not considered necessary as the elements of tender exempt procurement, as provided in the *Local Government (Functions and General) Regulations 1996* are adequately provided for in the City's *Purchasing Policy* . The delegation is Not Supported.
1.2.28	Determine Due Date for Rates or Service Charges	Corporate Services	This is a function of the local government, and therefore capable of being delegated to the CEO, rather than a function of an Authorised Person, ideally based on WALGA template 1.2.28 – unless the Council has determined not to do so.	The City considers there to be limited benefit to such a delegation given these matters are addressed in Council's resolution regarding the budget adoption, however the delegation will be reviewed as part of the 2023 review of the delegations.	It is considered appropriate that Council exercise this authority, as part of the Annual Budget adoption. As such, no delegation of authority is proposed. The delegation is Not Supported.

WALGA template No.	Subject	Responsible Directorate	Consultant Comment and Recommendation	CoJ Management Response	CoJ Comment / Recommendation
1.2.31	Recovery of Rates Debts - Actions to Take Possession of the Land	Corporate Services	Council has determined not to do so. It is noted that City of Joondalup Delegation 1.23 addresses related matters but only mentions s6.56 Local Government Act 1995.	The City considers there to be limited benefit to such a delegation, however the requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	It is considered appropriate that an action of this nature be a decision of Council, rather than a decision under delegated authority. The delegation is Not Supported.
2.1.6	Inspection and Copies of Building Records	Planning and Community Development	The City does not appear to have adopted a delegation to address this function, and should consider doing so, ideally based on WALGA template 2.1.6. If the City does not do so, then such requests must be determined by Council.	The City considers there to be limited benefit to such a delegation however, the requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	Although this matter is considered administrative in nature, it has been included as a new delegation (3.6.2) in accordance with the recommendation. New delegation 3.1.7 to be included in the Register. The new delegation is Supported.
2.1.8	Private Pool Barrier - Alternative and Performance Solutions	Planning and Community Development	The City does not appear to have a delegation to address this issue, and should do so, ideally based on WALGA template 2.1.8. If the City does not do so, then such requests must be determined by Council.	The requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	This has been included as a new delegation (3.6.3) in accordance with the recommendation, although such requests are rarely recieved. New delegation 3.1.8 to be included in the Register. The new delegation is Supported.
2.1.9	Smoke Alarms - Alternative Solutions	Planning and Community Development	The City does not appear to have a delegation to address this issue, and should do so, ideally based on WALGA template 2.1.9. If the City does not do so, then such requests must be determined by Council.	The City considers there to be limited benefit to such a delegation however, the requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	This has been included as a new delegation (3.6.4) in accordance with the recommendation, although there is no record of such a request ever being recieved. New delegation 3.1.9 to be included in the Register. The new delegation is Supported.
2.1.10	Appointment of approved officers and authorised officers	Planning and Community Development	The City does not appear to have a delegation to address this issue (although it has addressed the appointment of Authorised Persons under the Building Act 2011), and should do so, ideally based on WALGA template 2.1.10. If the City does not do so, then such requests must be determined by Council.	The requirement for such a delegation will be reviewed as part of the 2023 review of the delegations.	No changes proposed to current delegations This relates to the CEO appointing approved officers under the *Building Regulations 2012* for the purpose of issuing infringement notices. There is no current intention to appoint approved officers for this purpose. The City's current practice is not to issue infringment notices but to achieve compliance with Building requirements through building orders and in some circumstances through prosecution.

DELEGATIONS

PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995

Delegation	**~~1.1~~ 1.2.1 ACKNOWLEDGE RECEIPT OF PRIMARY AND ANNUAL RETURNS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Chief Executive Officer (00001)
Function	To provide written acknowledgement of the receipt of Primary and Annual Returns in accordance with section 5.77 of the *Local Government Act 1995*.
Delegates	Director Governance and Strategy (00648)
Conditions	Nil
Statutory framework	5.77 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	25 June 2013
Adoption references	CJ094-06/13
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.2~~ 1.1.1 ACTIVITIES ON PRIVATE LAND**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to do any of the things prescribed in Schedule 3.2 of the *Local Government Act 1995*, even though the land on which it is done is not local government property and the local government does not have the consent to do it.
Delegates	Chief Executive Officer (00001)
Conditions	Limited to those activities as listed in Schedule 3.2 of the *Local Government Act 1995*.
Statutory framework	Section 3.27 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	24 June 2014
Adoption references	CJ091-06/14
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.3~~ 1.1.2 ADMINISTER THE CITY'S LOCAL LAWS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the City's local laws.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Statutory framework	Sections 3.18 and 5.42 of the *Local Government Act 1995* *Animals Local Law 1999* *Fencing Local Law 2014* *Health Local Law 1999* *Local Government and Public Property Local Law 2014* *Meeting Procedures Local Law 2013* *Parking Local Law 2013* *Pest Plant Local Law 2012* *Waste Local Law 2017*
Policy	Not applicable.
Date adopted	19 October 2010
Adoption references	CJ175-10/10
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.4~~ 1.1.3 AGREEMENT FOR PAYMENT OF RATES AND SERVICE CHARGES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Statutory framework	Section 6.49 of the *Local Government Act 1995*.
Policy	*Payments of Rates and Charges Policy*. *Rates Hardship Policy*.
Date adopted	25 June 2019
Adoption references	CJ078-06/19
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.5~~ 1.1.4 AMENDMENT TO THE RATE RECORD**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to amend the rate record for the five years preceding the current financial year.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Statutory framework	Section 6.39(2)(a) of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	25 June 2019
Adoption references	CJ078-06/19
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.6~~ 1.2.2 APPOINTMENT OF AUTHORISED PERSONS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Chief Executive Officer (00001)
Function	Authority: ~~1. To appoint and authorise persons to exercise the powers and duties of an authorised person as set out in the *Local Government Act 1995* and listed hereunder:~~ ~~1.1 Section 3.25 – Notices requiring certain things to be done by owner or occupier of land;~~ ~~1.2 Section 3.26 – Additional powers when notices are given;~~ ~~1.3 Section 3.27 – Particular things local government can do on land that is not local government property;~~ ~~1.4 Section 3.31 – Power to enter property;~~ ~~1.5 Sections 3.39 to 3.48 – Power to remove, impound and disposal;~~ ~~1.6 Section 9.10 – Power to appoint authorised persons to perform particular functions;~~ ~~1.7 Section 9.11 – Persons committing breach of Act to give name, address and date of birth;~~ ~~1.8 Section 9.13 – Onus of proof in vehicle offences;~~ ~~1.9 Section 9.16 – Issue infringement notices;~~ ~~1.10 Section 9.17 – Receive payment of modified penalties;~~ ~~1.11 Section 9.24 – Commencing prosecutions.~~ 1. Authority to appoint persons or classes of persons as authorised persons [s.9.10(2)] for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act and Regulations: a) *Local Government Act 1995* and its subsidiary legislation, including Local Government Act Regulations, *the Local Government (Miscellaneous Provisions) Act 1960* and Local Laws made under the Local Government Act; b) *Caravan Parks and Camping Grounds Act 1995*; c) *Cat Act 2011*; d) *Cemeteries Act 1986*; e) *Control of Vehicles (Off-road Areas) Act 1978*; f) *Dog Act 1976*; g) *Graffiti Vandalism Act 2016* – refer s. 15; and h) any other legislation prescribed for the purposes of s.9.10 of the *Local Government Act 1995*. 2. To appoint and authorise persons to exercise the powers and duties of an authorised person under the City's local laws.
Delegates	Manager Leisure and Cultural Services (00159)
Conditions	**Manager Leisure and Cultural Services (00159):** 1. Authority extended to appoint members of a Surf Life Saving Club as authorised persons for the purposes of clause 5.3 of the *City of Joondalup Local Government and Public Property Local Law 2014* (patrol, close beaches). 2. A register of Authorised Persons is to be maintained as a local government record.

Statutory framework	Sections 3.24 and 9.10 of the *Local Government Act 1995*. Section 9.10 of the *Local Government Legislation Amendment Act 2019*.
Policy	Not applicable.
Date adopted	28 June 2011
Adoption references	CJ107-06/11
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.7~~ 1.1.5 CHOICE OF ACCEPTABLE TENDERS FROM AN EXPRESSION OF INTEREST**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to choose acceptable tenderers from expressions of interest received, from those persons who are considered to be capable of satisfactorily supplying the goods or services.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	Regulation 23(3) of the *Local Government (Functions and General) Regulations 1996.*
Policy	*Purchasing Policy*.
Date adopted	18 August 1998
Adoption references	CJ60-08/98
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.8~~ 1.1.6 CHOICE OF TENDER**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to decide which tender to accept. Authority to decline to accept any tender.
Delegates	Chief Executive Officer (00001)
Conditions	Authority to accept tenders valued up to $500,000.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	Section 3.57 and 5.43 of the *Local Government Act 1995.* Regulation 18 of the *Local Government (Functions and General) Regulations 1996.*
Policy	*Purchasing Policy*.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.9~~ 1.1.7 CLOSING CERTAIN THOROUGHFARE TO VEHICLES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	~~Authority to close any thoroughfare that the City manages, wholly or partially, to the passage of vehicles.~~ 1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4 weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4 weeks and before doing so, to: • give, public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and • consider submissions relevant to the road closure/s proposed [s.3.50 (1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50 (6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Before doing anything to which section 3.51 applies, take action 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 [s.3.51].
Delegates	Chief Executive Officer (00001)
Conditions	1. If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)]. 2. Maintain access to adjoining land [s.3.52(3)].
Subdelegates	Director Infrastructure Services (00184) Manager Engineering Services (00186)
Subdelegate conditions	Nil.
Statutory framework	Sections 3.50 and 3.50A of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.10~~ 1.1.8 COMPLAINTS – MODEL CODE OF CONDUCT**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to: 1 deal with a complaint; 2 dismiss a complaint; and 3 establish procedures for dealing with complaints; under clauses 12, 13 and 15(2) of Schedule 1 of the *Local Government (Model Code of Conduct) Regulations 2021*.
Delegates	Chief Executive Officer (00001)
Conditions	Authority includes the relevant powers and duties within the same clauses specified in the *Code of Conduct for the Council Members, Committee Members and Candidates* adopted by Council in accordance with section 5.104(1) of the *Local Government Act 1995*.
Subdelegates	Director Governance and Strategy (00648) Integrity Officer (01580) Principal Legal Officer (00640)
Subdelegate conditions	1. Authority includes the relevant powers and duties within the same clauses specified in the Code of Conduct for the Council Members, Committee Members and Candidates adopted by Council in accordance with section 5.104(1) of the *Local Government Act 1995*. 2. Authority only extends to complaints lodged by the Chief Executive Officer.
Statutory framework	Sections 5.42 and 5.104(1) of the *Local Government Act 1995*.
Policy	*Complaints Investigation Policy.*
Date adopted	18 May 2021
Adoption references	CJ071-05/21
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	~~**1.11**~~ **1.1.9 DISPOSING OF PROPERTY**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	~~Authority to dispose of property –~~ ~~(1) at public auction;~~ ~~(2) by public tender;~~ ~~(3) by private treaty.~~ 1. Authority to dispose of property to: (a) the highest bidder at public auction [s.3.58(2)(a)]. (b) the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)]. 2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].
Delegates	Chief Executive Officer (00001)
Conditions	~~Authority limited to property valued at less than $900,000.~~ ~~"Property" includes the whole or any part of the interest of a local government in property, but does not include money.~~ ~~"Dispose" includes to sell, lease or otherwise dispose of, whether absolutely or not.~~ ~~"Property" includes the whole or any part of the interest of a local government in property, but does not include money.~~ ~~"Dispose" includes to sell, lease or otherwise dispose of, whether absolutely or not.~~ (a) In accordance with s. 5.43, disposal of property for any single project, or where not part of a project but part of a single transaction, is limited to a maximum value of $500,000 or less. (b) When determining the method of disposal: • Where a public auction is determined as the method of disposal: ○ Reserve price has been set by independent valuation. ○ Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a 10% variation on the set reserve price. • Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. • Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: ○ Negotiate the sale of the property up to a 10% variance on the valuation; and ○ Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded. Following the disposal of City ~~land~~ property, the detail of the disposal is to be reported to a relevant Committee of the Council for its information.

Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	Section 3.58 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.12~~ 1.1.10 ACQUISITION OF INTEREST IN LAND BY LEASE OR OTHER SHORT TERM INSTRUMENT**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	1. Authority to acquire an interest in land (includes buildings), by lease or other short term instrument ONLY, where the total value of the consideration and anything done by the City is less than the threshold amount for a major land transaction [s.3.59(1), r.8A(1)]. 2. Authority to acquire an interest in land by lease or other short term instrument ONLY through an exempt land transaction [s.3.59(1), r8(1)]: a. Without intending to produce a profit to the Local Government; and b. Without intending that another person will be sold, or given joint or exclusive
Delegates	Chief Executive Officer (00001)
Conditions	a. Delegation excludes authority to purchase in fee simple land or buildings and is therefore limited to leases, rental or other short term acquisition instruments that do not commit the Local Government for a period greater than five years. b. In accordance with s.5.43, this delegation is limited to acquisitions that have a total consideration value of $500,000 or less. c. Documents that give effect to an acquisition under this delegation, must be executed by a person duly authorised under s. 9.49A.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	*Local Government Act 1995* [s.3.59, s. 9.49A, s.6.2]. *Local Government (Functions and General) Regulations 1995* [r.8A, r. 8]. *Residential Tenancy Act 1987*. *Commercial Tenancy (Retail Shops) Agreements Act 1985*.
Policy	Not applicable.
Date adopted	28 June 2022
Adoption references	CJ092-06/22
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	~~**1.13 ENTRY IN AN EMERGENCY**~~ **1.1.11 POWERS OF ENTRY**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to lawfully enter any land, premises or thing immediately and without notice and perform any functions as is considered appropriate ~~to deal with an emergency~~.
Delegates	Chief Executive Officer (00001)
Conditions	An emergency exists where the City or the Chief Executive Officer is of the opinion that the circumstances are such that compliance with the requirements for obtaining entry other than under section 3.34 of the *Local Government Act 1995* would be impractical or unreasonable because of, or because of the imminent risk of: (a) injury or illness to any person (b) a natural or other disaster or emergency or (c) such other occurrence as is prescribed under the *Local Government (Functions and General) Regulations 1996* for the purposes of section 3.34 of the *Local Government Act 1995*. Delegation under section 3.36 is limited to those activities that expressly states such authority under Schedule 3.2 of the *Local Government Act 1995*.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	Section 3.28 of the *Local Government Act 1995*. Section 3.32 of the *Local Government Act 1995*. Section 3.33 of the *Local Government Act 1995*. Section 3.34 ~~(1)~~ of the *Local Government Act 1995*. Section 3.36 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	25 June 2019
Adoption references	CJ078-06/19
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.14~~ 1.1.12 ESTABLISHING PANELS OF PRE-QUALIFIED SUPPLIERS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to decide which applications to accept for inclusion on a panel of pre-qualified suppliers. Authority to decline to accept any application for inclusion on a panel of pre-qualified suppliers. Authority to enter into a contract or contracts, for the supply of goods or services with a pre-qualified supplier.
Delegates	Chief Executive Officer (00001)
Conditions	Authority extends to the supply of goods/services valued up to $500,000.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	*Local Government Act 1995.* Regulations 24AB, 24AH and 24AJ of the *Local Government (Functions and General) Regulations 1996.*
Policy	*Purchasing Policy*.
Date adopted	28 June 2016
Adoption references	CJ091-06/16
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.15~~ 1.1.13 EXTENSION OF EXISTING CONTRACTS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to approve any contract extensions on tenders approved by the Council.
Delegates	Chief Executive Officer (00001)
Conditions	Authority subject to: 1. the extension being within the original terms and conditions approved by the Council; 2. satisfactory performance of the contractor(s); 3. the Chief Executive Officer reporting to the Audit and Risk Committee on a six monthly basis on the exercise of this delegation.
Subdelegates	Director Corporate Services (00063)
Subdelegate conditions	Only in the event when the Chief Executive Officer declares a conflict of interest in extending a contract.
Statutory framework	Section 3.57 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	1 November 2005
Adoption references	CJ231-11/05
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.16~~ 1.2.3 INFRINGEMENTS – EXTENSION OF TIME TO PAY AND WITHDRAWAL OF NOTICES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Chief Executive Officer (00001)
Function	Authority to extend the period within which a modified penalty may be paid or withdraw an infringement notice.
Delegates	Business Compliance Analyst (00948) Coordinator Field Services (00607) Director Planning and Community Development (00105) Manager Community Safety (00912)
Conditions	Nil.
Subdelegate conditions	Nil.
Statutory framework	Sections 9.19 and 9.20 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	18 April 2018
Adoption references	INT18/15225
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.17~~ 1.1.14 OBJECTION TO THE RATE RECORD**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to: • consider any objection to the rate record and either disallow it or allow it, wholly or in part; • extend the time for making an objection to the rate record for such period as is deemed fit.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Statutory framework	Section 6.76 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

~~Delegation~~	**~~1.18 OPENING OF FENCES~~** -**REVOKED**
~~Category~~	~~PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995~~
~~Delegator~~	~~Council~~
~~Function~~	~~Authority to open a fence on private land.~~
~~Delegates~~	~~Chief Executive Officer (00001)~~
~~Conditions~~	~~Limited to those activities that expressly states such authority under Schedule 3.2 of the *Local Government Act 1995*..~~
~~Subdelegates~~	~~Nil.~~
~~Subdelegate conditions~~	~~Nil.~~
~~Statutory framework~~	~~Section 3.36 of the *Local Government Act 1995*.~~
~~Policy~~	~~Not applicable.~~
~~Date adopted~~	~~24 June 2014~~
~~Adoption references~~	~~CJ091-04/14~~
~~Last reviewed~~	~~28 June 2022~~

Delegation	**~~1.19~~ 1.1.15 PAYMENTS FROM MUNICIPAL FUND – INCURRING LIABILITIES AND MAKING PAYMENTS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to incur liabilities and make payments from the municipal fund.
Delegates	Chief Executive Officer (00001)
Conditions	1. Authority subject to funds being provided in the Annual Budget. 2. Authority to Chief Executive Officer is unlimited. 3. Incurring liabilities and making payments to be undertaken in accordance with the City's procedures and systems for incurring liabilities and making payments. 4. Authority which may be Delegated by the Chief Executive Officer to employees is subject to the maximum individual amount limits on payments defined by categories A, B, C, D, E and F as follows: i. Category A – unlimited individual amounts subject to annual budget limitations. ii. Category B – limited to $2 million. ($2.2 million including GST). iii. Category C – limited to $250,000. ($275,000 including GST). iv. Category D – limited to $100,000. ($110,000 including GST). v. Category E – limited to $25,000. ($27,500 including GST). vi. Category F – limited to $5,000. ($5,500 including GST).

Subdelegates	Administration Officer – Economic Development (01525) Administration Officer Leisure and Cultural Services (00160) Branch Librarian – Duncraig (00521) Branch Librarian – Joondalup (00519) Branch Librarian – Whitford (00520) Branch Librarian – Woodvale (00522) Collection Management Team Leader (00528) Contracts and Finance Officer (00906) Coordinator Building Approvals (00113) Coordinator Building Capital Works (00195) Coordinator Business Support Services (01656) Coordinator Business Systems (00095) Coordinator Civil Design and Construction (01119) Coordinator Community and Youth Development (01617) Coordinator Compliance and Regulatory Performance (01094) Coordinator Contract Administration and Purchasing Services (00068) Coordinator Cultural Services (00166) Coordinator Engineering Operations (00227) Coordinator Field Services (00607) Coordinator Fleet Management and Mechanic Workshop (00069) Coordinator Infrastructure Asset Management (00205) Coordinator IT Infrastructure (00770) Coordinator Joondalup Libraries (01653) Coordinator Leisure Centres (00612) Coordinator Leisure Planning (00849) Coordinator Organisational Development (00789) Coordinator Park Operations (00806) Coordinator Projects and Conservation (01120) Coordinator Property Management (00497) Coordinator Rating Services (00079) Coordinator Recreation Services (00611) Coordinator Transport Engineering (00203) Coordinator Urban Design and Policy (00111) Coordinator Waste Services (00762) Coordinator Waste Services (01628) Customer Experience Lead (01545) Director Corporate Services (00063) Director Governance and Strategy (00648) Director Infrastructure Services (00184) Director Planning and Community Development (00105) Electrical Project Engineer (01244) Electrical Project Engineer (01390) Environment Development Coordinator (00783) Executive Assistant to the Chief Executive Officer (00002) Executive Assistant to the Mayor (00003) Finance Analyst (01660) Inventory Controller (00945) Library Systems and Administration Officer (00514) Local History and Reference Team Leader (00526) Manager Asset Management (00065) Manager Audit and Risk Services (01193) Manager City Projects (00859) Manager Communications and Stakeholder Relations (01162) Manager Community Development and Library Services (00390) Manager Community Safety (00912) Manager Economic Development and Advocacy (00502) Manager Engineering Services (00186) Manager Financial Services (00075)

	Manager Governance (00010) Manager Human Resource (00054) Manager Information Technology (00094) Manager Leisure and Cultural Services (00159) Manager Parks and Natural Environment (00220) Manager Planning Services (00108) Manager Regulatory Services (01093) Manager Strategic and Organisational Development (00503) Manager Waste Services (01684) Parking Project Officer (00853) Principal Environmental Health Officer (00114) Principal Landscape Architect (00211) Principal Landscape Architect (00883) Principal Legal Officer (00640) Principal Projects Officer Landscaping (00224) Road Network Engineer (01405) Senior Civil Projects Officer (00208) Senior Development Engineer (00490) Senior Financial Accountant (00078) Senior Management Accountant (00083) Senior Project Engineer (00210) Senior Projects Officer (00005) Senior Projects Officer (00937) Senior Projects Officer (01154) Senior Projects Officer Casual (01563) Senior Team Leader Customer Care (00027) Service Desk Team Leader (00101) Strategic Planning and Engagement Coordinator (00843) Systems Administrator (01436) Systems Support Officer (00800) Team Leader Aquatic and Facility Operations (01435) Team Leader Community Development (01224) Team Leader Community Venues (00173) Team Leader Events (00168) Team Leader Field Officers (00212) Team Leader Field Officers (00219) Team Leader Health and Fitness (01433) Team Leader Leisure and Aquatic Programs (01434) Team Leader Library Program and Events (01652) Team Leader Marketing and Customer Experience (01432) Team Leader Natural Areas (00506) Team Leader Sport and Recreation (00172) Team Leader Youth Development (00182) Waste Design and Contract Officer (00197)
Subdelegate conditions	**Category A** • Director Corporate Services (00063). **Category B** • Manager City Projects (00859). • Director Infrastructure Services (00184). • Director Planning and Community Development (00105). • Director Governance and Strategy (00648).

	Category C • Manager Financial Services (00075). • Manager Information Technology (00094). • Manager Infrastructure Management Services (00186). • Manager Parks and Natural Environment (00220). • Manager Asset Management (00065). • Manager Rangers Parking and Community Safety (00912). • Manager Leisure and Cultural Services (00159). • Manager Community Development and Library Services (00390). • Manager Engineering Services (00186). • Manager Waste Services (01684). • Coordinator Engineering Operations (00227). • Coordinator Park Operations (00806). • Coordinator Projects and Conservation (01120). • Coordinator Civil Design and Construction (01119). • Coordinator Waste Services (00762). • Coordinator Waste Services (01628). • Senior Projects Officer (00937). **Category D** • Manager Audit and Risk Services (01193). • Coordinator Building Capital Works (00195). • Coordinator Building Maintenance (00228). • Principal Landscape Architect (00211). • Principal Landscape Architect (00883). • Principal Project Officer Landscaping (00224). • Coordinator Fleet Management and Mechanic Workshop (00069). • Senior Development Engineer (00490). • Senior Projects Officer Casual (01563). • Electrical Project Engineer (01244). • Electrical Project Engineer (01390). • Finance Analyst (01660). **Category E** • Manager Strategic and Organisational Development (00503). • Manager Governance (00010). • Manager Human Resources (00054). • Manager Planning Services (00108). • Manager Regulatory Services (01093). • Coordinator Business Systems (00095). • Coordinator IT Infrastructure (00770). • Team Leader Library Program and Events (01652). • Coordinator Joondalup Libraries (01653). • Team Leader Natural Areas (00506). • Coordinator Field Services (00607). • Coordinator Transport Engineering (00203). • Coordinator Infrastructure Asset Management (00205). • Waste Design and Contract Officer (00197). • Coordinator Community and Youth Development (01617). • Coordinator Leisure Centres (00612). • Coordinator Recreation Services (00611). • Coordinator Cultural Services (00166). • Coordinator Urban Design and Policy (00111). • Principal Environmental Health Officer (00114). • Team Leader Events (00168).

	• Principal Legal Officer (00640). • Parking Project Officer (00853). • Systems Support Officer (00800). • Coordinator Property Management (00497). • Manager Communications and Stakeholder Relations (01162). • Senior Projects Officer (00005). • Senior Projects Officer (01154). • Senior Civil Projects Officer (00208). • Senior Project Engineer (00210). • Coordinator Leisure Planning (00849). • Network Asset Engineer Roads (01405). • Inventory Controller (00945). • Manager Economic Development and Advocacy (00502). • Customer Experience Lead (01545). • Contracts and Finance Officer (00906). • Executive Assistant to the CEO (00002). • Coordinator Business Support Services (01656). **Category F** • Executive Assistant to the Mayor (00003). • Senior Financial Accountant (00078). • Senior Management Accountant (00083). • Coordinator Rating Services (00079). • Coordinator Contract Administration and Purchasing Services (00068). • Service Desk Team Leader (00101). • Administration Officer Leisure and Cultural Services (00160). • Coordinator Building Approvals (00113). • Branch Librarian – Joondalup (00519). • Branch Librarian – Whitford (00520). • Branch Librarian – Woodvale (00522). • Branch Librarian – Duncraig (00521). • Local History and Reference Team Leader (00526). • Team Leader Field Officers (00212, 00219). • Collection Management Team Leader (00528). • Team Leader Youth Development (00182). • Team Leader Community Development (01224). • Team Leader Marketing and Customer Experience (01432) • Team Leader Leisure and Aquatic Programs (01434). • Team Leader Aquatic and Facility Operations (01435). • Systems Administrator (01436). • Team Leader Health and Fitness (01433). • Coordinator Organisational Development (00789). • Strategic Policy Development Coordinator (00843). • Environment Development Coordinator (00783). • Team Leader – Community Venues (00173). • Team Leader Sport and Recreation (00172). • Administration Officer – Economic Development (01525) • Coordinator Compliance and Regulatory Performance (01094). • Library Systems and Administration Officer (00514). • Senior Team Leader Customer Care (00027).
Statutory framework	Regulations 5, 11 and 12 of the *Local Government (Financial Management) Regulations 1996.*
Policy	Not applicable.

Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.20~~ 1.1.16 AUTHORISING PAYMENT FROM THE TRUST FUND**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to make payments from the Trust Fund.
Delegates	Chief Executive Officer (00001)
Conditions	Making payments to be undertaken in accordance with the City's procedures and systems for making payments from the trust fund.
Subdelegates	Director Corporate Services (00063) Director Governance and Strategy (00648) Director Infrastructure Services (00184) Director Planning and Community Development (00105) Manager Asset Management (00065) Manager Financial Services (00075) Manager Governance (00010) Manager Infrastructure Management Services (00186) Manager Leisure and Cultural Services (00159) Manager Operation Services (00220) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Statutory framework	Regulations 5, 11 and 12 of the *Local Government (Financial Management) Regulations 1996.*
Policy	Not applicable.
Date adopted	23 June 2015
Adoption references	CJ095-06/15
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.21~~ 1.1.17 PAYMENTS FROM MUNICIPAL FUND AND TRUST FUND – SIGNATORIES TO BANK ACCOUNTS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to make payments from the Municipal Fund or the Trust Fund.
Delegates	Chief Executive Officer (00001)
Conditions	Authority is subject to payments being made strictly in accordance with the signatory requirements set out in the following: **Cheque Payments** (only) • Payments up to $10,000 - Any one Category A or Category B signatory. • Payments of $10,001 and over to payments up to $250,000 - Any two Category A or Category B signatories. • Payments of $250,001 and over - Any 1 of Category A and 1 of Category B signatories; or any 2 Category A signatories. **Electronic Funds Transfer (EFT) Payments** (only) • Payments up to $10,000 – Any 2 Category A or Category B Signatories; or Any 1 of Category A or Category B signatories and Any 1 of Category C signatories. • Payments of $10,001 and over to payments up to $250,000 – Any two Category A or Category B signatories. • Payments of $250,001 and over – Any 1 Category A and 1 of Category B signatories; or any 2 Category A signatories. **Category A Signatories** Chief Executive Officer (00001). Director Planning and Community Development (00105). Director Corporate Services (00063). Director Infrastructure Services (00184). Director Governance and Strategy (00648). Manager Financial Services (00075). **Category B Signatories** Senior Management Accountant (00083). Senior Financial Accountant (00078). **Category C Signatories** Financial Accountant (00084) Management Accountant (00087)
Subdelegates	

	Director Corporate Services (00063) Director Governance and Strategy (00648) Director Infrastructure Services (00184) Director Planning and Community Development (00105) Financial Accountant (00084) Management Accountant (00087) Manager Financial Services (00075) Senior Financial Accountant (00078) Senior Management Accountant (00083)
Subdelegate conditions	Nil.
Statutory framework	Sections 6.7 and 6.9 of the *Local Government Act 1995*. Regulation 5, 11 and 12 of the *Local Government (Financial Management) Regulations 1996*.
Policy	Not applicable.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.22~~ 1.1.18 POWER TO INVEST**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to invest funds held in the municipal fund or the trust fund of the local government that is not, for the time being, required by the local government for any other purpose, in accordance with Part III of the *Trustees Act 1962*.
Delegates	Chief Executive Officer (00001)
Conditions	Authority is unlimited.
Subdelegates	Director Corporate Services (00063) Manager Financial Services (00075) Senior Financial Accountant (00078) Senior Management Accountant (00083)
Subdelegate conditions	**Director Corporate Services (00063).** Unlimited **Manager Financial Services (00075).** Up to $4.5~~3~~ million **Senior Management Accountant (00083) and Senior Financial Accountant (00078).** Up to $3~~1.5~~ million
Statutory framework	Section 6.14 of the *Local Government Act 1995*.
Policy	*Investment of Available Funds Policy*.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.23~~ 1.1.19 RECOVERY OF RATES AND SERVICE CHARGES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to recover rates and service charges, as well as the costs of court proceedings, if any for that recovery, in a court of competent jurisdiction. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	~~Nil~~. **Authority in respect to section 6.56:** Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075) **Authority in respect to section 6.64(3):** Director Corporate Services (00063)
Statutory framework	Section 6.56 of the *Local Government Act 1995*. Section 6.64(3) of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	25 June 2019
Adoption references	CJ078-06/19
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.24~~ 1.1.20 RECOVERY OF RATES AND SERVICE CHARGES FROM LESSEE**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to: • give notice to the lessee of land requiring the lessee to pay to the City any rent as it falls due, in satisfaction of the imposed rate or service charge on the land; • recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Statutory framework	Section 6.60(2) and (4) of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	25 June 2019
Adoption references	CJ078-06/19
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.25~~ 1.1.21 PAYMENTS FROM MUNICIPAL FUND – INCURRING LIABILITIES AND MAKING PAYMENTS FOR COURT FEES IN RESPECT OF LODGEMENTS OF RATES CLAIMS (WA MAGISTRATES' COURT)**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to incur liabilities and make payments from the municipal fund for court fees in respect of lodgements of rates claims only (WA Magistrates' Court).
Delegates	Chief Executive Officer (00001)
Conditions	Making payments to be undertaken in accordance with the City's procedures and systems for making payments from the municipal fund.
Subdelegates	Coordinator Rating Services (00079) Manager Financial Services (00075) Senior Management Accountant (00083)
Subdelegate conditions	**1. Manager Financial Services (00075)** Payment limit over $10,000 (excluding GST). **2. Senior Management Accountant (00083) and Coordinator Rating Services (00079).** Payment limit up to $10,000 (excluding GST).
Statutory framework	Regulations 5, 11 and 12 of the *Local Government (Financial Management) Regulations 1996*.
Policy	Not applicable.
Date adopted	28 June 2022
Adoption references	CJ092-06/22
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.26~~ 1.1.22 SEEKING EXPRESSIONS OF INTEREST**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to seek expressions of interest with respect to the supply of goods or services, where it is considered that there is good reason to make a preliminary selection from among prospective tenderers.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Limited to the ability to seek expressions of interest only.
Statutory framework	Regulation 21 of the *Local Government (Functions and General) Regulations 1996.*
Policy	Not applicable.
Date adopted	26 June 2012
Adoption references	CJ108-06/12
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.27~~ 1.1.23 WAIVER OF FEES AND GRANTING OF CONCESSIONS**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to waive or grant a concession in relation to any amount of money which is owed to the City other than rates and service charges.
Delegates	Chief Executive Officer (00001)
Conditions	Additional subsidies and waiver of hire fees under the *Facility Hire Subsidy Policy* limited to $5,000 per request.
Subdelegates	Adult and Seniors Services Officer (00525) Branch Librarian - Duncraig (00521) Branch Librarian - Joondalup (00519) Branch Librarian - Whitford (00520) Branch Librarian - Woodvale (00522) Cataloguer (00531) Cataloguer (00532) Collection Management Team Leader (00528) Coordinator Field Services (00607) Coordinator Joondalup Libraries (01653) Digital Services Officer (01126) Director Corporate Services (00063) Director Governance and Strategy (00648) Director Infrastructure Services (00184) Director Planning and Community Development (00105) Librarian (00539) Librarian (00549) Librarian (00558) Librarian (00559) Librarian (00560) Librarian (00575) Local History and Reference Team Leader (00526) Manager Community Development and Library Services (00390) Manager Community Safety (00912) Manager Leisure and Cultural Services (00159) Manager Regulatory Services (01093) Reference and Local History Librarian (00527) Team Leader Library Program and Events (01652) Youth and Children's Services Officer (00524) Youth and Children's Services Officer (01231)
Subdelegate conditions	**1. Director Planning and Community Development (00105), Director Corporate Services, Director (00063), Infrastructure Services (00184) and Director Governance and Strategy (00648).** Not applicable. **2. Manager Leisure and Cultural Services (00159).** Limited to individual items to $5,000 and limited to the hire and use of City facilities.

	3. Librarian – Duncraig (00575), Librarians – Joondalup (00558), (00559), (00560), Librarian – Whitford (00539), Librarians – Woodvale (00549) (x2),Reference and Local History Librarian (00527); Adult and Seniors Officer (00525); Youth and Children's Services Officer (00524); Youth and Children's Services Officer (01231); Cataloguer (00532); Cataloguer (00531). (a) Limited to waiving fines to the value of $50 and under and waiving fines up to any value when a lost or damaged item is paid for by the customer, **SUBJECT TO** a quarterly report on fines and fees that have been waived being submitted to the Manager Financial Services. (b) Limited to the waiving of printing fees so that request from members of the public at libraries for City Minutes and Agendas can be provided at no cost from 1 July 2023. **4. Coordinator Joondalup Libraries (01653), Team Leader Library Program and Events (01652), Branch Librarian – Joondalup (00519), Branch Librarian – Whitford (00520), Branch Librarian – Woodvale (00522), Branch Librarian – Duncraig (00521), Digital Services Officer (01126); Local History and Reference Team Leader (00526); Collection Management Team Leader (00528).** (a) Limited to waiving fines to the value of $100 and under; waiving fines up to any value when a lost or damaged item is paid for by the customer; waiving the $12.80 debt collection fee in special circumstances; waiving accounts up to $150 for lost or damaged items in special circumstances, **SUBJECT TO** a quarterly report on fines and fees that have been waived being submitted to the Manager Financial Services. (b) Limited to the waiving of printing fees so that request from members of the public at libraries for City Minutes and Agendas can be provided at no cost from 1 July 2023. **5. Manager Community Development and Library Services (00390).** (a) Limited to waiving fines and accounts to the value of $50 and over; waiving the $12.80 debt collection fee in special circumstances, **SUBJECT TO** a quarterly report on fines and fees that have been waived being submitted to the Manager Financial Services. (b) Limited to waiver of hire fees for use of library facilities to a maximum of $1,000. (c) Limited to waiver of fees for community transport hire up to $500 per group per year. (d) Limited to the waiver of fees or grant concessions for the Youth Holiday Programs. **6. Manager Regulatory Services (01093).** Limited to waiving the City's Building Permit Application fee for applications submitted by not- for-profit charitable organisations. **7. Manager Rangers, Parking and Community Safety (00912) and Coordinator Field Services (00607)** Limited to waiving of fees to the value of the fee for release of an impounded animal from the RSPCA. SUBJECT TO approval of an application by the Manager or Coordinator following a review of the persons financial inability to pay the release fee and a quarterly report on fees. **8. Manager Community Safety (00912)** Limited to waiving of parking fees and abandoned vehicle fees, to allow parking fee waiver request to be managed by Manager Community Safety as the role that oversees parking fees within the City of Joondalup.
Statutory framework	Section 6.12 of the *Local Government Act 1995.*
Policy	*Facility Hire Subsidy Policy.*
Date adopted	7 September 2007
Adoption references	CJ186-09/07
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~1.28~~ 1.1.24 WRITE OFF OF MONIES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	Authority to write off monies.
Delegates	Chief Executive Officer (00001)
Conditions	Subject to: (a) individual items to $20,000; (b) a report being provided to the Audit and Risk Committee on a six monthly basis on the exercise of this delegation.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Community Development and Library Services (00390) Manager Financial Services (00075)
Subdelegate conditions	Additional sub-delegation conditions: **1. Director Corporate Services (00063).** Not applicable. **2. Manager Financial Services (00075).** Individual items to $5,000. **3. Manager Community Development and Library Services (00390).** Individual items to $500. **4. Coordinator Rating Services (00079).** Individual items to $50.
Statutory framework	Section 6.12 of the *Local Government Act 1995.*
Policy	Not applicable.
Date adopted	15 March 1999
Adoption references	CJ78-03/99
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**1.1.25 CONTROL RESERVES AND CERTAIN UNVESTED FACILITIES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	1 Authority to agree to the method for control and management of an unvested facility which is partially within two (2) or more local government districts [s. 3.53(3)]. 2 Authority to do anything for the purpose of controlling and managing land under the control and management of the City of Joondalup that the City could do under s. 5 of the *Parks and Reserves Act 1895 [s. 3.54(1)]*.
Delegates	Chief Executive Officer (00001)
Conditions	a. Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	s. 3.53(3) and s. 3.54(1) of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	
Last reviewed	

Delegation	**1.1.26 OBSTRUCTION OF FOOTPATHS AND THOROUGHFARES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	1 Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2 Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r. 6(2) and (4)]. 3 Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4 Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5 Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Delegates	Chief Executive Officer (00001)
Conditions	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	*Local Government (Uniform Local Provisions) Regulations 1996:*
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	
Last reviewed	

Delegation	**1.1.27 CROSSING – CONSTRUCTION, REPAIR AND REMOVAL**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	1 Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare servicing land [ULP r.12(1)]. 2 Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1) (a)]. 3 Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4 Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Delegates	Chief Executive Officer (00001)
Conditions	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	*Local Government (Uniform Local Provisions) Regulations 1996:*
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	
Last reviewed	

Delegation	**1.1.28 PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	1 Authority grant permission or refuse permission to construct a specified thing, on over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)]. 2 Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Delegates	Chief Executive Officer (00001)
Conditions	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	*Local Government (Uniform Local Provisions) Regulations 1996:*
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	
Last reviewed	

Delegation	**1.1.29 GIVE NOTICE TO PREVENT DAMAGE TO LOCAL GOVERNMENT PROPERTY FROM WIND EROSION AND SAND DRIFT**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Delegator	Council
Function	1 Authority to give notice to a landowner or occupier if it is considered that clearing the owner or occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift [ULP r. 21(1)].
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Nil.
Subdelegate conditions	Nil.
Statutory framework	*Local Government (Uniform Local Provisions) Regulations 1996:*
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	
Last reviewed	

2.0 DELEGATIONS TO COMMITTEES

Delegation	**2.0 DELEGATIONS TO COMMITTEES**
Category	PART 2 – DELEGATIONS TO COMMITTEES
Delegator	Council
Express power or duty delegated	No delegation to committees have been approved by Council at this time.
Delegates	Committee.
Conditions	Nil.
Statutory framework	Nil.
Policy	Not applicable.
Date adopted	3 November 2017
Adoption references	JSC03-11/17; CJ078-06/19.
Last reviewed	~~28 June 2022~~ 27 June 2023

PART 3 – DELEGATIONS UNDER OTHER LEGISLATION

Delegation	**~~3.1~~ 4.1.1 AMENDMENTS TO THE PARKING SCHEMES**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to approve and implement amendments to parking schemes adopted by Council in relation to: • time limits, conditions and prohibitions in streets and parking stations; • the designation of visitor and authorised vehicle parking.
Delegates	Chief Executive Officer (00001)
Conditions	Authority to be exercised consistently with the provisions of the *City of Joondalup Parking Local Law 2013*.
Subdelegates	Director Planning and Community Development (00105) Manager Community Safety (00912).
Subdelegate conditions	Nil.
Statutory framework	*City of Joondalup Parking Local Law 2013*.
Policy	*Dedicated Car Parking for Seniors and Parents with Prams Policy.* *Joondalup City Centre Car Parking for Commercial Development Policy*. *Parking Schemes Policy*.
Date adopted	3 May 2008
Adoption references	CJ073-05/08
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.2~~ 3.1.1 AUTHORISED PERSONS UNDER THE BUILDING ACT 2011**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to appoint authorised persons and/or revoke appointment of authorised persons for the purposes of the *Building Act 2011* and *Building Regulations 2012* in relation to buildings and incidental structures located, or proposed to be located in the City's district.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Statutory framework	Section 96(3) of the *Building Act 2011*. Section 99(3) of the *Building Act 2011*. ~~Section 127 of the *Building Act 2011*.~~
Policy	Not applicable.
Date adopted	20 March 2012
Adoption references	CJ027-03/12
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.3~~ 3.1.2 BUILDING ACT 2011 - ISSUING CERTIFICATES OF BUILDING COMPLIANCE AND DESIGN COMPLIANCE**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to issue certificates of building compliance and design compliance.
Delegates	Assistant Building Surveyor (00154) Assistant Building Surveyor (01068) Building Surveyor (00150) Building Surveyor (00151) Building Surveyor (00615) Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Conditions	Subject to meeting the qualification requirements in accordance with *Building Services (Registration) Regulations 2011*.
Statutory framework	Division 2 of Part 2 of the *Building Act 2011*. Divisions 1, 2 and 3 of Part 4 of the *Building Act 2011*. Section 127 of the *Building Act 2011*. *Building Services (Registration) Regulations 2011*.
Policy	Not applicable.
Date adopted	20 March 2012
Adoption references	CJ027-03/12
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.4~~ 3.1.3 BUILDING ACT 2011 - GRANTING BUILDING AND DEMOLITION PERMITS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to administratively grant building and demolition permits, building approval certificates and occupancy permits.
Delegates	Chief Executive Officer (00001)
Conditions	Restricted to administratively granting certificates and permits that have the relevant certifications of building compliance, construction compliance and/or design compliance, as certified and issued by a person meeting the qualification requirements of the *Building Services (Registration) Regulations 2011*.
Subdelegates	Administration Officer (00110) Administration Officer (00131) Administration Officer (00132) Administration Officer (00133) Assistant Building Surveyor (00154) Assistant Building Surveyor (01068) Building Surveyor (00150) Building Surveyor (00151) Building Surveyor (00615) Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Statutory framework	Sections 20, 21, 58 and 127 of the *Building Act 2011*.
Policy	Not applicable.
Date adopted	20 March 2012
Adoption references	CJ027-03/12
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.5.1~~ 3.1.4 BUILDING ACT 2011 – REFUSING AND CANCELLING BUILDING AND DEMOLITION PERMIT APPLICATIONS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to refuse and cancel building and demolition permit applications, building approval certificates and occupancy permits.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Subdelegate conditions	Nil.
Statutory framework	Section 24 of the *Building Act 2011*. Section 60 of the *Building Act 2011*. Section 127 of the *Building Act 2011*.
Policy	Not applicable.
Date adopted	20 March 2012
Adoption references	CJ027-03/12
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.5.2~~ 3.1.5 BUILDING ACT 2011 - EXTENDING THE DURATION OF BUILDING AND DEMOLITION PERMITS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to extend the duration of building and demolition permits, building approval certificates and occupancy permits.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Subdelegate conditions	Nil.
Statutory framework	Section 32 of the *Building Act 2011*. Section 65 of the *Building Act 2011*. Section 127 of the *Building Act 2011*.
Policy	Not applicable.
Date adopted	28 June 2022
Adoption references	CJ092-06/22
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.6~~ 3.1.6 BUILDING ACT 2011 - BUILDING ORDERS**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	~~Authority to serve a building order.~~ 1. Authority to make Building Orders in relation to: a. Building work. b. Demolition work. c. An existing building or incidental structure {s.110(1)]. 2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. 3. Authority to revoke a building order {s.117]. 4. If there is non-compliance with a building order, authority to cause an authorised person to: a. take any action specified in the order; or b. commence or complete any work specified in the order; or c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. 5. Authority to take court action to recovery as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [.118(3)] 6. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the *Building Act 2011*.
Delegates	Chief Executive Officer (00001)
Conditions	~~Nil.~~ Functions 4, 5 and 6 require the written authorisation of the Director Planning and Community Development.
Subdelegates	Coordinator Compliance and Regulatory Performance (01094) Director Planning and Community Development (00105) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Statutory framework	Division 5 of Part 8 of the *Building Act 2011*. ~~Section 127 of the *Building Act 2011*.~~ Section 133 of the *Building Act 2011*.
Policy	Not applicable.
Date adopted	20 March 2012
Adoption references	CJ027-03/12
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**(NEW) 3.1.7 BUILDING ACT 2011 - INSPECTION AND COPIES OF BUILDING RECORDS**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to determine an application from an interested person to inspect a building record and to provide the interested person a copy of a building record.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Coordinator Building Approvals (00113) Administration Officer (00110) Administration Officer (00131) Administration Officer (00132) Administration Officer (00133)
Subdelegate conditions	Nil.
Statutory framework	Section 131 of the *Building Act 2011*.
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	TBC
Last reviewed	27 June 2023

Delegation	**(NEW) 3.1.8 BUILDING ACT 2011 – PRIVATE POOL BARRIER ALTERNATIVE AND PERFORMANCE SOLUTIONS**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	1. Authority 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 as effectively as if there were compliant with AS 1926.1 [r.51(2)]. 2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)]. 3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirements [r.51(5)].
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Director Planning and Community Development (00105) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Statutory framework	Section 127(1), (3) and (6A) of the *Building Act 2011*. Regulation 51 of the *Building Regulations 2012*.
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	TBC
Last reviewed	27 June 2023

Delegation	**(NEW) 3.1.9 BUILDING ACT 2011 – SMOKE ALARMS ALTERNATIVE SOLUTIONS**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	1. Authority to approve alternative building solutions which meet the performance requirements of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Director Planning and Community Development (00105) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Statutory framework	Section 127(1), (3) and (6A) of the *Building Act 2011*. Regulation 55 and 61 of the *Building Regulations 2012*.
Policy	Not applicable.
Date adopted	27 June 2023
Adoption references	TBC
Last reviewed	27 June 2023

Delegation	**~~3.7~~ 3.2.1 BUSH FIRES ACT 1954 – FUNCTIONS OF A LOCAL GOVERNMENT**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to perform the functions of the local government under the *Bush Fires Act 1954*.
Delegates	Chief Executive Officer (00001)
Conditions	Cannot be sub-delegated.
Statutory framework	Section 48 of the *Bush Fires Act 1954*.
Policy	Not applicable.
Date adopted	21 October 2014
Adoption references	CJ180-10/14
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.8~~ 3.3.1 CAT ACT 2011 – POWERS AND DUTIES OF A LOCAL GOVERNMENT**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to exercise the powers or discharge the duties of the local government under the *Cat Act 2011*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Director Planning and Community Development (00105) Manager Community Safety (00912)
Subdelegate conditions	Nil.
Statutory framework	~~Section 44 of the~~ *Cat Act 2011*. *Cat Regulations 2012*. *Cat (Uniform Local provisions) Regulations 2013*.
Policy	Not applicable.
Date adopted	25 June 2013
Adoption references	CJ102-06/13
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.9~~ 3.4.1 DOG ACT 1976 – POWERS AND DUTIES OF A LOCAL GOVERNMENT**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to exercise the powers or discharge the duties of the local government under the *Dog Act 1976* including the authority to delegate the powers and duties of a local government to other persons.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Statutory framework	Section 10AA of the *Dog Act 1976*.
Policy	Not applicable.
Date adopted	21 October 2014
Adoption references	CJ180-10/14
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.10~~ 3.5.1 FOOD ACT 2008 – FUNCTIONS OF AN ENFORCEMENT AGENCY**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to exercise the powers or discharge the duties of the local government, as an enforcement agency under the *Food Act 2008*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Statutory framework	Section 118(2)(b) of the *Food Act 2008*. *Food Regulations 2009.*
Policy	Not applicable.
Date adopted	21 October 2014
Adoption references	CJ180-10/14
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.11~~ 3.6.1 GRAFFITI VANDALISM ACT 2016 – POWERS AND DUTIES OF A LOCAL GOVERNMENT**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to exercise the powers or discharge the duties of the local government under the *Graffiti Vandalism Act 2016* including the authority to delegate the powers and duties of a local government to other persons.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Manager Community Safety (00912)
Subdelegate conditions	Nil.
Statutory framework	Section 16 and 17 of the *Graffiti Vandalism Act 2016*.
Policy	Not applicable.
Date adopted	15 November 2016
Adoption references	CJ192-11/16
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.12.1~~ 3.7.1 LOCAL PLANNING SCHEME NO. 3 – DELEGATIONS - GENERAL**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	The following powers conferred or imposed on Council or the local government under the Scheme: a. the approval of an application for development approval for the purpose of a 'single house', or up to 5 'grouped dwellings', or any associated, ancillary or incidental development to a 'single house', 'grouped dwelling' or 'multiple dwelling' where: i. there have not been any objections to the application received; or the objection(s) received relates to matters that are not valid planning considerations for the subject application; or relate to elements of the proposal which meet the relevant deemed-to-comply requirements and/or development standard; or the proposal is amended or a condition imposed so elements the subject of the objection(s) meet the relevant deemed-to-comply requirement and/or development standards; and ii. the application is not required to be considered by the Joondalup Design Reference Panel; and iii. in the case of applications for development approval that require a Bushfire Attack Level assessment in accordance with *State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)* the development: a. has a Bushfire Attack Level of less than 40; and b. where the Bushfire Attack Level is 12.5, 19 or 29: i. is not a vulnerable land use as defined under SPP 3.7; and ii. complies with clause 6.5 of SPP 3.7; and iv. the Deemed-to-Comply requirements or Element Objectives of the *Residential Design Codes* and/or replacement Deemed-to-Comply requirements of the *Residential Development Local Planning Policy* or *Development in Housing Opportunity Areas Local Planning Policy* have been satisfied (where applicable), and the development satisfies any applicable standards and requirements of the Scheme, any applicable structure plan, activity centre plan or local development plan and all other applicable local planning policies; or v. the Local Housing Objectives of the *Residential Development Local Planning Policy* have been satisfied; or vi. in the case of applications for development approval where the development does not meet the Deemed-to-Comply requirements of the *Residential Design Codes* or the requirements of any applicable standards

	or requirements of the Scheme, any applicable structure plan, activity centre plan, local development plan, or local planning policy, provided: a. the plot ratio of the development does not exceed the requirement of Table 2.1 of the Residential Design Codes; b. the building setbacks of development, including retaining walls, are not less than those specified under the Deemed-to-Comply requirements or Table 2.1 of the *Residential Design Codes*, or any applicable structure plan, activity centre plan, local development plan or local planning policy by more than 1.5 metres; c. any outbuilding is not in the primary or secondary setback area stipulated in Table 1 or Table 2.1 of the Residential Design Codes or any applicable structure plan, activity centre plan, local development plan or local planning policy; d. the height and/or length of boundary wall(s) does not exceed the amounts set out in the Deemed-to-Comply Requirements or Table 2.1 of the *Residential Design Codes* or any applicable structure plan, activity centre, plan, local development plan or local planning policy by more than ~~10%~~ 25% of those requirements, and where there are boundary walls to no more than two (2) separate boundaries. Where the application is for all grouped dwellings on a parent lot, boundary walls to internal lot boundaries will not be included in the two wall calculation; e. the height of the proposed fill or retaining wall within the primary street setback area does not exceed 1.2 metres above natural ground level; and f. the height of non visually permeable fencing within the primary street setback area does not exceed 1.2 metres above natural ground level (as measured from the midpoint of the verge) for more than 25% of the frontage of the lot. b. The approval of an application for development approval for the purposes of a class of use listed in Table 3 Zoning Table, Table 3a Whitford Activity Centre Zoning Table and Table 3b Joondalup Activity Centre Zoning Table of the Scheme other than a 'single house', 'grouped dwelling', 'multiple dwelling', or any associated, ancillary or incidental development where: i. there have not been any objections to the application received; and ii. the application is not required to be considered by the Joondalup Design Reference Panel; and iii. in the case of applications for development approval that require a Bushfire Attack Level assessment in accordance with *State Planning Policy 3.7 – Planning in Bushfire Prone Areas* (SPP 3.7) the development: a. has a Bushfire Attack Level of less than 40: and b. where the Bushfire Attack Level is 12.5, 19 or 29: i. is not a vulnerable land use as defined under SPP3.7; and ii. complies with clause 6.5 of SPP 3.7; and

	iv. the development satisfies any applicable standards and requirements of the Scheme, any applicable structure plan, activity centre plan or local development plan and all applicable local planning policies; with the exception of the following: v. setback requirements for patio(s), verandah(s), shade sail(s), portico(s), outbuilding(s) or retaining walls(s) not greater than 1.2 metres above natural ground level in height; or vi. the shortfall in car parking is not increasing from that previously approved.~~; or~~ ~~vii. the application is a sign type under the *Advertisements Local Planning Policy* and the development does not exceed the applicable conditions by greater than 10%.~~
Delegates	Chief Executive Officer (00001)
Conditions	The Chief Executive Officer is to cause a report of the exercise of powers and functions to be prepared and presented to each ordinary meeting of Council.
Subdelegates	Coordinator Planning Approvals (00112) Coordinator Planning Approvals (01313) Coordinator Urban Design and Policy (00111) Senior Planning Project Officer (00122) Senior Urban Planner (00115) Senior Urban Planner (00125) Senior Urban Planner (00609) Senior Urban Planner (00778) Senior Urban Planner (01479)
Subdelegate conditions	~~Nil.~~ The approval of an application for development approval for the purpose of a 'single house', or up to 5 'grouped dwellings' or any associated, ancillary or incidental development to a 'single house', 'grouped dwelling' or 'multiple dwelling' where between 1 – 3 objections not referred to in (i) above shall be determined by the Coordinator Planning Approvals (00112 and 01313).
Statutory framework	Clause 82 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Section 5.42 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.12.1~~ 3.7.2 LOCAL PLANNING SCHEME NO. 3 – DELEGATIONS - GENERAL**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	The following powers conferred or imposed on the Council or the local government under the Scheme and the Planning and Development Act 2005: a. the determination of an application for development approval for the purpose of a 'single house', and/or up to 5 'grouped dwellings', or any associated, ancillary or incidental development; b. the determination of an application for development approval for the purpose of a class of use listed in Table 3 Zoning Table, Table 3a Whitford Activity Centre Zoning Table and Table 3b Joondalup Activity Centre Zoning Table of the Scheme or any associated, ancillary or incidental development (other than a 'single house', 'grouped dwelling' or 'multiple dwelling') provided: i. building setbacks for buildings other than for those set out in 1 (b) (v) of these delegations, as set out in the Scheme or any applicable structure plan, activity centre plan, local development plan or local planning policy, are not less than the required amount by more than 1.5 metres; ii. the amount of car parking provided is not less than the standards and requirements set out in the Scheme, applicable local planning policy or any applicable structure plan, activity centre plan or local development plan by more than 10% or the shortfall in car parking is not increasing from that previously approved; iii. the landscaping between a car parking area and the street as set out under the Scheme, applicable local planning policy or an applicable structure plan, activity centre plan or local development plan achieves an average width of not less than 1.0 metre; iv. the overall amount of landscaping provided for the site does not vary the standards and requirements set out in the Scheme, applicable local planning policy or any applicable structure plan, activity centre plan or local development plan by more than 10% of that requirement or the shortfall in landscaping is not increasing from that previously approved; and v. the development complies with the coastal area building height in the *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*. c. the direction under clauses 64(3), (4), (5), (6) and (7) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to advertise an application for development approval; d. the determination under clause 64(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* whether a departure from the requirements of the Scheme is of a minor nature and whether to waive the requirement for the advertising of the application, providing it is not an application that would otherwise require advertising under the Scheme or local planning policy; e. the determination under clause 63(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulation 2015* whether to waive or vary the requirement for plans and other information to be submitted with an application; f. the determination under clause 61(1)(f) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* whether works are temporary for the purposes of the Scheme and the length of time that such 'development' is permitted to remain in the requested location;

	g. the decision whether an application for development approval may affect any other statutory, public or planning authority, and shall therefore require them to be provided a copy of the application for objections and recommendation under clause 66(1) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
Delegates	Chief Executive Officer (00001)
Conditions	The Chief Executive Officer is to cause a report of the exercise of powers and functions to be prepared and presented to each ordinary meeting of Council.
Subdelegates	Director Planning and Community Development (00105) Manager Planning Services (00108) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Statutory framework	Clause 82 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Section 5.42 of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	21 November 2006
Adoption references	CJ208-11/06
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.13~~ 3.7.3 PLANNING AND DEVELOPMENT ACT 2005 - POWER AS TO ILLEGAL DEVELOPMENT**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to exercise all the powers and functions of the local government under sections 214 (2), (3) and (5) of the *Planning and Development Act 2005*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Statutory framework	Section 5.42(1)(b) of the *Local Government Act 1995*.
Policy	Not applicable.
Date adopted	21 October 2014
Adoption references	CJ180-10/14
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.14~~ 3.7.4 PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 - DETERMINE DEVELOPMENT APPLICATIONS FOR 'UNLISTED USE (BICYCLE HIRE)'**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to determine development applications for 'Unlisted Use (Bicycle Hire)'.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Director Planning and Community Development (00105) Manager Planning Services (00108)
Subdelegate conditions	Nil.
Statutory framework	Section 5.42 of the *Local Government Act 1995.* Clause 82 of Schedule 2 of the *Planning and Development(Local Planning Schemes) Regulations 2015.*
Policy	Not applicable.
Date adopted	20 September 2016
Adoption references	CJ135-09/16
Last reviewed	~~28 June 2022~~ 27 June 2023

Delegation	**~~3.15~~ 3.8.1 PUBLIC HEALTH ACT 2016 - FUNCTIONS OF AN ENFORCEMENT AGENCY**
Category	PART 3 – DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Function	Authority to exercise all of the powers and duties conferred or imposed on a local government, as an enforcement agency, under the *Public Health Act 2016*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegates	Section 21 of the *Public Health Act 2016*.
Policy	Not applicable.
Date adopted	21 February 2017
Adoption references	CJ012-02/17
Last reviewed	~~28 June 2022~~ 27 June 2023

ATTACHMENT 3

City of Joondalup
Draft Delegations Register

REVIEW

Reviewed by	Date approved	References
Council	28 Jun 2011	CJ107-06/11
Council	26 Jun 2012	CJ108-06/12
Chief Executive Officer	30 May 2013	INT13/9868
Council	25 Jun 2013	CJ094-06/13
Council	24 Jun 2014	CJ091-06/14
Chief Executive Officer	30 Jun 2014	INT14/15493
Council	21 Oct 2014	CJ180-10/14
Chief Executive Officer	13 May 2015	INT15/11342
Council	23 Jun 2015	CJ095-06/15
Chief Executive Officer	1 Jun 2016	INT16/19021
Council	28 Jun 2016	CJ091-06/16
Chief Executive Officer	29 May 2017	INT17/24978
Council	27 Jun 2017	CJ091-06/17
Chief Executive Officer	4 Jun 2018	INT18/21364
Council	26 Jun 2018	CJ101-06/18
Council	21 Aug 2018	CJ133-08/18
Chief Executive Officer	7 May 2019	INT19/21782
Council	25 Jun 2019	CJ078-06/19
Chief Executive Officer	21 May 2020	INT20/19165
Council	23 Jun 2020	CJ079-06/20
Chief Executive Officer	10 May 2021	INT21/20088
Council	15 Jun 2021	CJ079-06/21
Chief Executive Officer	10 May 2022	INT22/18447
Council	28 Jun 2022	CJ092-06/22

DRAFT

TABLE OF CONTENTS

INTRODUCTION 5
Register of Delegation of Authority 5
DELEGATIONS 6
PART 1. LOCAL GOVERNMENT ACT 1995 6
1.1 COUNCIL TO CEO 6
1.1.1 - ACTIVITIES ON PRIVATE LAND (DRAFT) 6
1.1.2 - ADMINISTER THE CITY'S LOCAL LAWS (DRAFT) 7
1.1.3 - AGREEMENT FOR PAYMENT OF RATES AND SERVICE CHARGES (DRAFT) 8
1.1.4 - AMENDMENT TO THE RATE RECORD (DRAFT) 9
1.1.5 - CHOICE OF ACCEPTABLE TENDERS FROM AN EXPRESSION OF INTEREST (DRAFT) 10
1.1.6 - CHOICE OF TENDER (DRAFT) 11
1.1.7 - CLOSING CERTAIN THOROUGHFARE TO VEHICLES (DRAFT) 12
1.1.8 - COMPLAINTS - MODEL CODE OF CONDUCT (DRAFT) 13
1.1.9 - DISPOSING OF PROPERTY (DRAFT) 14
1.1.10 - ACQUISITION OF INTEREST IN LAND BY LEASE OR OTHER SHORT TERM INSTRUMENT (DRAFT) 15
1.1.11 - POWER OF ENTRY (DRAFT) 16
1.1.12 - ESTABLISHING PANELS OF PRE-QUALIFIED SUPPLIERS (DRAFT) 17
1.1.13 - EXTENSION OF EXISTING CONTRACTS (DRAFT) 18
1.1.14 - OBJECTION TO THE RATE RECORD (DRAFT) 19
1.1.15 - PAYMENTS FROM MUNICIPAL FUND - INCURRING LIABILITIES AND MAKING PAYMENTS (DRAFT) 20
1.1.16 - AUTHORISING PAYMENT FROM THE TRUST FUND (DRAFT) 25
1.1.17 - PAYMENTS FROM MUNICIPAL FUND AND TRUST FUND - SIGNATORIES TO BANK ACCOUNTS (DRAFT) 26
1.1.18 - POWER TO INVEST (DRAFT) 28
1.1.19 - RECOVERY OF RATES AND SERVICE CHARGES (DRAFT) 29
1.1.20 - RECOVERY OF RATES AND SERVICE CHARGES FROM LESSEE (DRAFT) 30
1.1.21 - PAYMENTS FROM MUNICIPAL FUND – INCURRING LIABILITIES AND MAKING PAYMENTS FOR COURT FEES IN RESPECT OF LODGEMENTS OF RATES CLAIMS (WA MAGISTRATES' COURT) (DRAFT) 31
1.1.22 - SEEKING EXPRESSIONS OF INTEREST (DRAFT) 32
1.1.23 - WAIVER OF FEES AND GRANTING OF CONCESSIONS (DRAFT) 33
1.1.24 - WRITE OFF OF MONIES (DRAFT) 36
1.1.25 - CONTROL RESERVES AND CERTAIN UNVESTED FACILITIES (DRAFT) 37
1.1.26 - OBSTRUCTION OF FOOTPATHS AND THOROUGHFARES (DRAFT) 38
1.1.27 - CROSSING - CONSTRUCTION, REPAIR AND REMOVAL (DRAFT) 39
1.1.28 - PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES (DRAFT) 40
1.1.29 - GIVE NOTICE TO PREVENT DAMAGE TO LOCAL GOVERNMENT PROPERTY FROM WIND EROSION AND SAND DRIFT (DRAFT) 41
1.2 CEO TO OFFICERS 42
1.2.1 - ACKNOWLEDGE RECEIPT OF PRIMARY AND ANNUAL RETURNS (DRAFT) 42
1.2.2 - APPOINTMENT OF AUTHORISED PERSONS (DRAFT) 43

DRAFT

1.2.3 - INFRINGEMENTS - EXTENSION OF TIME TO PAY AND WITHDRAWAL OF NOTICES (DRAFT) 44
PART 2. DELEGATIONS TO COMMITTEES 45
2.0 - DELEGATIONS TO COMMITTEES (DRAFT) 45
PART 3. DELEGATIONS UNDER OTHER LEGISLATION 46
3.1 – BULDING ACT 2011 46
3.1.1 - AUTHORISED PERSONS UNDER THE BUILDING ACT 2011 (DRAFT) 46
3.1.2 - BUILDING ACT 2011 - ISSUING CERTIFICATES OF BUILDING COMPLIANCE AND DESIGN COMPLIANCE (DRAFT) 47
3.1.3 - BUILDING ACT 2011 - GRANTING BUILDING AND DEMOLITION PERMITS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS (DRAFT) 48
3.1.4 - BUILDING ACT 2011 – REFUSING AND CANCELLING BUILDING AND DEMOLITION PERMIT APPLICATIONS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS (DRAFT) 49
3.1.5 - BUILDING ACT 2011 - EXTENDING THE DURATION OF BUILDING AND DEMOLITION PERMITS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS (DRAFT) 50
3.1.6 - BUILDING ACT 2011 - BUILDING ORDERS (DRAFT) 51
3.1.7 - BUILDING ACT 2011 - INSPECTION AND COPIES OF BUILDING RECORDS (DRAFT) 52
3.1.8 - BUILDING ACT 2011 – PRIVATE POOL BARRIER ALTERNATIVE AND PERFORMANCE SOLUTIONS (DRAFT) 53
3.1.9 - BUILDING ACT 2011 – SMOKE ALARMS ALTERNATIVE SOLUTIONS (DRAFT) 54
3.2 – BUSH FIRES ACT 1954 55
3.2.1 - BUSH FIRES ACT 1954 - FUNCTIONS OF A LOCAL GOVERNMENT (DRAFT) 55
3.3 – CAT ACT 2011 56
3.3.1 - CAT ACT 2011 - POWERS AND DUTIES OF A LOCAL GOVERNMENT (DRAFT) 56
3.4 - DOG ACT 1976 57
3.4.1 - DOG ACT 1976 - POWERS AND DUTIES OF A LOCAL GOVERNMENT (DRAFT) 57
3.5 – FOOD ACT 2008 58
3.5.1 - FOOD ACT 2008 - FUNCTIONS OF AN ENFORCEMENT AGENCY (DRAFT) 58
3.6 – GRAFFITI VANDALISM ACT 2016 59
3.6.1 - GRAFFITI VANDALISM ACT 2016 – POWERS AND DUTIES OF A LOCAL GOVERNMENT (DRAFT) 59
3.7 – PLANNING AND DEVELOPMENT ACT 2005 60
3.7.1 - LOCAL PLANNING SCHEME NO. 3 – DELEGATIONS - GENERAL (DRAFT) 60
3.7.2 - LOCAL PLANNING SCHEME NO. 3 – DELEGATIONS - GENERAL (DRAFT) 63
3.7.3 - PLANNING AND DEVELOPMENT ACT 2005 - POWER AS TO ILLEGAL DEVELOPMENT (DRAFT) 65
3.7.4 - PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 - DETERMINE DEVELOPMENT APPLICATIONS FOR 'UNLISTED USE (BICYCLE HIRE)' (DRAFT) 66
3.8 – PUBLIC HEALTH ACT 2016 67
3.8.1 - PUBLIC HEALTH ACT 2016 - FUNCTIONS OF AN ENFORCEMENT AGENCY (DRAFT) 67
PART 4. CITY OF JOONDALUP LOCAL LAWS 68
4.1 – CITY OF JOONDALUP PARKING LOCAL LAW 2013 68
4.1.1 - AMENDMENTS TO THE PARKING SCHEMES (DRAFT) 68

DRAFT

INTRODUCTION

Register of Delegation of Authority

The Delegations of Authority contained within are made to Committees pursuant to Section 5.16 and to the Chief Executive Officer pursuant to Section 5.42 of the *Local Government Act 1995* (the Act) and, where listed, some of these functions are delegated by the Chief Executive Officer to City of Joondalup employees pursuant to Section 5.44 of the Act. All delegations made by the Council must be by an **absolute majority** decision.

Section 5.43 of the Act provides that the following are decisions that cannot be delegated to the Chief Executive Officer:

- Any power or duty that requires a decision of an absolute majority of the Council.
- Accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph.
- Appointing an auditor.
- Acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph.
- Any of the local government's powers under sections 5.98, 5.98A, 5.99 and 5.100 of the Act.
- Borrowing money on behalf of the local government.
- Hearing or determining an objection of a kind referred to in Section 9.5.
- The power under Section 9.49A (4) to authorise a person to sign documents on behalf of the local government.
- Any power or duty that requires the approval of the Minister or Governor.
- Such other duties or powers that may be prescribed by the Act.

The Act allows for the Chief Executive Officer to delegate any of their powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if required.

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

In addition to delegations made in accordance with the *Local Government Act 1995,* a number of delegations are also made to the Chief Executive Officer, or directly to other officers in some instances, in accordance with the provisions of other legislation.

The aim of the delegated authority register is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the City's commitment to a strong customer service focus.

Each instrument of delegation describes the function being delegated and the relevant statutory reference which is the source of power for the exercise of the function. Also included is a reference to related documents such as policies of the Council which may provide guidance in the exercise of the delegation.

This delegated authority register will be reviewed in accordance with the Act on an annual basis.

DRAFT

DELEGATIONS

PART 1. LOCAL GOVERNMENT ACT 1995

Local Government Act 1995

1.1 COUNCIL TO CEO

Delegation	**1.1.1 ACTIVITIES ON PRIVATE LAND (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	*Local Government Act 1995:* s. 3.27 Particular things local governments can do on land that is not local government property.
Function	Authority to do any of the things prescribed in Schedule 3.2 of the *Local Government Act 1995*, even though the land on which it is done is not local government property and the local government does not have the consent to do it.
Delegates	Chief Executive Officer (00001)
Conditions	Limited to those activities as listed in Schedule 3.2 of the *Local Government Act 1995*.
Policy	Not applicable.

DRAFT

Delegation	**1.1.2 ADMINISTER THE CITY'S LOCAL LAWS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.3.18 Performing Executive Functions
Function	Authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the City's local laws.
Delegates	Chief Executive Officer (00001)
Conditions	Nil
Statutory framework	*Animals Local Law 1999* *Fencing Local Law 2014* *Health Local Law 1999* *Local Government and Public Property Local Law 2014* *Meeting Procedures Local Law2013* *Parking Local Law 2013* *Pest Plant Local Law 2012* *Waste Local Law 2017*
Policy	Not applicable.

DRAFT

Delegation	**1.1.3 AGREEMENT FOR PAYMENT OF RATES AND SERVICE CHARGES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.6.49Agreement as to payment of rates and service charges.
Function	Authority to accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Policy	Payments of Rates and Charges Policy. Rates Hardship Policy.

DRAFT

Delegation	**1.1.4 AMENDMENT TO THE RATE RECORD (DRAFT)**
Category	PART 1 – DELEGATIONS UNDER THE LOCAL GOVERNMENT ACT 1995
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s. 6.39(2)(b) Rate record.
Function	Authority to amend the rate record for the five years preceding the current financial year.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**1.1.5 CHOICE OF ACCEPTABLE TENDERS FROM AN EXPRESSION OF INTEREST (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996*: r.21(3) Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
Function	Authority to choose acceptable tenderers from expressions of interest received, from those persons who are considered to be capable of satisfactorily supplying the goods or services.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Subdelegate conditions	Nil.
Policy	*Purchasing Policy*.

DRAFT

Delegation	**1.1.6 CHOICE OF TENDER (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services. *Local Government (Functions and General) Regulations 1996*: r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders.
Function	Authority to decide which tender to accept. Authority to decline to accept any tender.
Delegates	Chief Executive Officer (00001)
Conditions	Authority to accept tenders valued up to $500,000.
Policy	*Purchasing Policy*.

DRAFT

Delegation	**1.1.7 CLOSING CERTAIN THOROUGHFARE TO VEHICLES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: 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. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4 weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4 weeks and before doing so, to: • give, public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and • consider submissions relevant to the road closure/s proposed [s.3.50 (1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50 (6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Before doing anything to which section 3.51 applies, take action 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 [s.3.51].
Delegates	Chief Executive Officer (00001)
Conditions	1. If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)]. 2. Maintain access to adjoining land [s.3.52(3)].
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Infrastructure Services (00184) Manager Engineering Services (00186)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**1.1.8 COMPLAINTS - MODEL CODE OF CONDUCT (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995:* s. 5.104 Adoption of model code of conduct. *Local Government (Model Code of Conduct) Regulations 2021*: Clause 12 Dealing with a complaint. Clause 13 Dismissal of complaint.
Function	Authority to: 1 deal with a complaint; 2 dismiss a complaint; and 3 establish procedures for dealing with complaints; under clauses 12, 13 and 15(2) of Schedule 1 of the *Local Government (Model Code of Conduct) Regulations 2021*.
Delegates	Chief Executive Officer (00001)
Conditions	Authority includes the relevant powers and duties within the same clauses specified in the *Code of Conduct for the Council Members, Committee Members and Candidates* adopted by Council in accordance with section 5.104(1) of the *Local Government Act 1995*.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Governance and Strategy (00648) Integrity Officer (01580) Principal Legal Officer (00640)
Subdelegate conditions	1. Authority includes the relevant powers and duties within the same clauses specified in the Code of Conduct for the Council Members, Committee Members and Candidates adopted by Council in accordance with section 5.104(1) of the Local Government Act 1995. 2. Authority only extends to complaints lodged by the Chief Executive Officer.
Policy	*Complaints Investigation Policy*.

DRAFT

Delegation	**1.1.9 DISPOSING OF PROPERTY (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.3.58(2) & (3) Disposing of Property.
Function	1. Authority to dispose of property to: a. the highest bidder at public auction [s.3.58(2)(a)]. b. the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)]. 2. Authority to dispose of property by private treaty only in accordance with section 3.58 (3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].
Delegates	Chief Executive Officer (00001)
Conditions	a. In accordance with s. 5.43, disposal of property for any single project, or where not part of a project but part of a single transaction, is limited to a maximum value of $500,000 or less. b. When determining the method of disposal: • Where a public auction is determined as the method of disposal: ◦ Reserve price has been set by independent valuation. ◦ Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a 10% variation on the set reserve price. • Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. • Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: ◦ Negotiate the sale of the property up to a 10% variance on the valuation; and ◦ Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded. Following the disposal of City property, the detail of the disposal is to be reported to a relevant Committee of the Council for its information.
Policy	Not applicable.

DRAFT

Delegation	**1.1.10 ACQUISITION OF INTEREST IN LAND BY LEASE OR OTHER SHORT TERM INSTRUMENT (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s. 3.59. Commercial enterprises by local governments. s. 9.49A. Execution of documents. s. 6.2 Local government to prepare annual budget. *Local Government (Functions and General) Regulations 1995*: r. 8A Amount prescribed for major land transactions; exempt land transactions prescribed (Act s. 3.59). r. 8. Exempt land transactions prescribed (Act s. 3.59).
Function	1. Authority to acquire an interest in land (includes buildings), by lease or other short term instrument ONLY, where the total value of the consideration and anything done by the City is less than the threshold amount for a major land transaction [s.3.59(1), r.8A(1)]. 2. Authority to acquire an interest in land by lease or other short term instrument ONLY through an exempt land transaction [s.3.59(1), r8(1)]: a. Without intending to produce a profit to the Local Government; and b. Without intending that another person will be sold, or given joint or exclusive use of, all or any of the land involved in the transaction.
Delegates	Chief Executive Officer (00001)
Conditions	a. Delegation excludes authority to purchase in fee simple land or buildings and is therefore limited to leases, rental or other short term acquisition instruments that do not commit the Local Government for a period greater than five years. b. In accordance with s.5.43, this delegation is limited to acquisitions that have a total consideration value of $500,000 or less. c. Documents that give effect to an acquisition under this delegation, must be executed by a person duly authorised under s. 9.49A.
Express power to subdelegate	Nil.
Subdelegate conditions	Nil.
Statutory framework	*Residential Tenancy Act 1987*. *Commercial Tenancy (Retail Shops) Agreements Act 1985*.
Policy	Not applicable.

DRAFT

Delegation	**1.1.11 POWER OF ENTRY (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s. 3.28 When this Subdivision applies. s. 3.32 Notice of entry. s. 3.33 Entry under warrant. s. 3.34 Entry in emergency. s.3.36 Opening fences.
Function	Authority to lawfully enter any land, premises or thing immediately and without notice and perform any functions as is considered appropriate.
Delegates	Chief Executive Officer (00001)
Conditions	An emergency exists where the City or the Chief Executive Officer is of the opinion that the circumstances are such that compliance with the requirements for obtaining entry other than under section 3.34 of the *Local Government Act 1995* would be impractical or unreasonable because of, or because of the imminent risk of: a. injury or illness to any person b. a natural or other disaster or emergency or c. such other occurrence as is prescribed under the *Local Government (Functions and General) Regulations 1996* for the purposes of section 3.34 of the *Local Government Act 1995*. Delegation under section 3.36 is limited to those activities that expressly states such authority under Schedule 3.2 of the *Local Government Act 1995*.
Policy	Not applicable.

DRAFT

Delegation	**1.1.12 ESTABLISHING PANELS OF PRE-QUALIFIED SUPPLIERS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Functions and General) Regulation 1996*: r.24AB Local government may establish panels of pre-qualified suppliers. r.24AH Rejecting and accepting applications to join panel of pre-qualified suppliers. r.24AJ Contract with pre-qualified suppliers.
Function	Authority to decide which applications to accept for inclusion on a panel of pre-qualified suppliers. Authority to decline to accept any application for inclusion on a panel of pre-qualified suppliers. Authority to enter into a contract or contracts, for the supply of goods or services with a pre-qualified supplier.
Delegates	Chief Executive Officer (00001)
Conditions	Authority extends to the supply of goods/services valued up to $500,000.
Policy	*Purchasing Policy*.

DRAFT

Delegation	**1.1.13 EXTENSION OF EXISTING CONTRACTS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services.
Function	Authority to approve any contract extensions on tenders approved by the Council.
Delegates	Chief Executive Officer (00001)
Conditions	Authority subject to: 1. the extension being within the original terms and conditions approved by the Council; 2. satisfactory performance of the contractor(s); 3. the Chief Executive Officer reporting to the Audit and Risk Committee on a six monthly basis on the exercise of this delegation.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Corporate Services (00063)
Subdelegate conditions	Only in the event when the Chief Executive Officer declares a conflict of interest in extending a contract.
Policy	Not applicable.

DRAFT

Delegation	**1.1.14 OBJECTION TO THE RATE RECORD (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.6.76 Grounds of objection.
Function	Authority to: • consider any objection to the rate record and either disallow it or allow it, wholly or in part; • extend the time for making an objection to the rate record for such period as is deemed fit.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**1.1.15 PAYMENTS FROM MUNICIPAL FUND - INCURRING LIABILITIES AND MAKING PAYMENTS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Financial Management) Regulations 1996*: r. 5 CEO's duties as to financial management. r. 11 Payments, procedures for making. r. 12 Payments from municipal fund or trust fund, restrictions on making.
Function	Authority to incur liabilities and make payments from the municipal fund.
Delegates	Chief Executive Officer (00001)
Conditions	1. Authority subject to funds being provided in the Annual Budget. 2. Authority to Chief Executive Officer is unlimited. 3. Incurring liabilities and making payments to be undertaken in accordance with the City's procedures and systems for incurring liabilities and making payments. 4. Authority which may be Delegated by the Chief Executive Officer to employees is subject to the maximum individual amount limits on payments defined by categories A, B, C, D, E and F as follows: i. Category A – unlimited individual amounts subject to annual budget limitations. ii. Category B – limited to $2 million. ($2.2 million including GST). iii. Category C – limited to $250,000. ($275,000 including GST). iv. Category D – limited to $100,000. ($110,000 including GST). v. Category E – limited to $25,000. ($27,500 including GST). vi. Category F – limited to $5,000. ($5,500 including GST).
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Administration Officer - Economic Development (01525) Administration Officer Leisure and Cultural Services (00160) Branch Librarian - Duncraig (00521)

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Branch Librarian - Joondalup (00519)
Branch Librarian - Whitford (00520)
Branch Librarian - Woodvale (00522)
Collection Management Team Leader (00528)
Contracts and Finance Officer (00906)
Coordinator Building Approvals (00113)
Coordinator Building Capital Works (00195)
Coordinator Building Maintenance (00228)
Coordinator Business Support Services (01656)
Coordinator Business Systems (00095)
Coordinator Civil Design and Construction (01119)
Coordinator Community and Youth Development (01617)
Coordinator Compliance and Regulatory Performance (01094)
Coordinator Contract Administration and Purchasing Services (00068)
Coordinator Cultural Services (00166)
Coordinator Engineering Operations (00227)
Coordinator Field Services (00607)
Coordinator Fleet Management and Mechanic Workshop (00069)
Coordinator Infrastructure Asset Management (00205)
Coordinator IT Infrastructure (00770)
Coordinator Joondalup Libraries (01653)
Coordinator Leisure Centres (00612)
Coordinator Leisure Planning (00849)
Coordinator Organisational Development (00789)
Coordinator Park Operations (00806)
Coordinator Projects and Conservation (01120)
Coordinator Property Management (00497)
Coordinator Rating Services (00079)
Coordinator Recreation Services (00611)
Coordinator Transport Engineering (00203)
Coordinator Urban Design and Policy (00111)
Coordinator Waste Services (00762)
Coordinator Waste Services (01628)
Customer Experience Lead (01545)
Director Corporate Services (00063)
Director Governance and Strategy (00648)
Director Infrastructure Services (00184)
Director Planning and Community Development (00105)
Electrical Project Engineer (01244)
Electrical Project Engineer (01390)
Environment Development Coordinator (00783)
Executive Assistant to the Chief Executive Officer (00002)
Executive Assistant to the Mayor (00003)
Finance Analyst (01660)
Inventory Controller (00945)
Library Systems and Administration Officer (00514)
Local History and Reference Team Leader (00526)
Manager Asset Management (00065)
Manager Audit and Risk Services (01193)
Manager City Projects (00859)
Manager Communications and Stakeholder Relations (01162)
Manager Community Development and Library Services (00390)
Manager Community Safety (00912)
Manager Economic Development and Advocacy (00502)
Manager Engineering Services (00186)
Manager Financial Services (00075)
Manager Governance (00010)
Manager Human Resource (00054)
Manager Information Technology (00094)

DRAFT

	Manager Leisure and Cultural Services (00159) Manager Parks and Natural Environment (00220) Manager Planning Services (00108) Manager Regulatory Services (01093) Manager Strategic and Organisational Development (00503) Manager Waste Services (01684) Parking Project Officer (00853) Principal Environmental Health Officer (00114) Principal Landscape Architect (00211) Principal Landscape Architect (00883) Principal Legal Officer (00640) Principal Projects Officer Landscaping (00224) Road Network Engineer (01405) Senior Civil Projects Officer (00208) Senior Development Engineer (00490) Senior Financial Accountant (00078) Senior Management Accountant (00083) Senior Project Engineer (00210) Senior Projects Officer (00005) Senior Projects Officer (00937) Senior Projects Officer (01154) Senior Projects Officer Casual (01563) Senior Team Leader Customer Care (00027) Service Desk Team Leader (00101) Strategic Planning and Engagement Coordinator (00843) Systems Administrator (01436) Systems Support Officer (00800) Team Leader Aquatic and Facility Operations (01435) Team Leader Community Development (01224) Team Leader Community Venues (00173) Team Leader Events (00168) Team Leader Field Officers (00212) Team Leader Field Officers (00219) Team Leader Health and Fitness (01433) Team Leader Leisure and Aquatic Programs (01434) Team Leader Library Program and Events (01652) Team Leader Marketing and Customer Experience (01432) Team Leader Natural Areas (00506) Team Leader Sport and Recreation (00172) Team Leader Youth Development (00182) Waste Design and Contract Officer (00197)
Subdelegate conditions	**Category A** • Director Corporate Services (00063). **Category B** • Manager City Projects (00859). • Director Infrastructure Services (00184). • Director Planning and Community Development (00105). • Director Governance and Strategy (00648). **Category C** • Manager Financial Services (00075). • Manager Information Technology (00094). • Manager Infrastructure Management Services (00186).

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• Manager Parks and Natural Environment (00220).
• Manager Asset Management (00065).
• Manager Rangers Parking and Community Safety (00912).
• Manager Leisure and Cultural Services (00159).
• Manager Community Development and Library Services (00390).
• Manager Engineering Services (00186).
• Manager Waste Services (01684).
• Coordinator Engineering Operations (00227).
• Coordinator Park Operations (00806).
• Coordinator Projects and Conservation (01120).
• Coordinator Civil Design and Construction (01119).
• Coordinator Waste Services (00762).
• Coordinator Waste Services (01628).
• Senior Projects Officer (00937).

Category D

• Manager Audit and Risk Services (01193).
• Coordinator Building Capital Works (00195).
• Coordinator Building Maintenance (00228).
• Principal Landscape Architect (00211).
• Principal Landscape Architect (00883).
• Principal Project Officer Landscaping (00224).
• Coordinator Fleet Management and Mechanic Workshop (00069).
• Senior Development Engineer (00490).
• Senior Projects Officer Casual (01563).
• Electrical Project Engineer (01244).
• Electrical Project Engineer (01390).
• Finance Analyst (01660).

Category E

• Manager Strategic and Organisational Development (00503).
• Manager Governance (00010).
• Manager Human Resources (00054).
• Manager Planning Services (00108).
• Manager Regulatory Services (01093).
• Coordinator Business Systems (00095).
• Coordinator IT Infrastructure (00770).
• Team Leader Library Program and Events (01652).
• Coordinator Joondalup Libraries (01653).
• Team Leader Natural Areas (00506).
• Coordinator Field Services (00607).
• Coordinator Transport Engineering (00203).
• Coordinator Infrastructure Asset Management (00205).
• Waste Design and Contract Officer (00197).
• Coordinator Community and Youth Development (01617).
• Coordinator Leisure Centres (00612).
• Coordinator Recreation Services (00611).
• Coordinator Cultural Services (00166).
• Coordinator Urban Design and Policy (00111).
• Principal Environmental Health Officer (00114).
• Team Leader Events (00168).
• Principal Legal Officer (00640).
• Parking Project Officer (00853).
• Systems Support Officer (00800).
• Coordinator Property Management (00497).
• Manager Communications and Stakeholder Relations (01162).
• Senior Projects Officer (00005).

DRAFT

	• Senior Projects Officer (01154). • Senior Civil Projects Officer (00208). • Senior Project Engineer (00210). • Coordinator Leisure Planning (00849). • Network Asset Engineer Roads (01405). • Inventory Controller (00945). • Manager Economic Development and Advocacy (00502). • Customer Experience Lead (01545). • Contracts and Finance Officer (00906). • Executive Assistant to the CEO (00002). • Coordinator Business Support Services (01656). **Category F** • Executive Assistant to the Mayor (00003). • Senior Financial Accountant (00078). • Senior Management Accountant (00083). • Coordinator Rating Services (00079). • Coordinator Contract Administration and Purchasing Services (00068). • Service Desk Team Leader (00101). • Administration Officer Leisure and Cultural Services (00160). • Coordinator Building Approvals (00113). • Branch Librarian – Joondalup (00519). • Branch Librarian – Whitford (00520). • Branch Librarian – Woodvale (00522). • Branch Librarian – Duncraig (00521). • Local History and Reference Team Leader (00526). • Team Leader Field Officers (00212, 00219). • Collection Management Team Leader (00528). • Team Leader Youth Development (00182). • Team Leader Community Development (01224). • Team Leader Marketing and Customer Experience (01432) • Team Leader Leisure and Aquatic Programs (01434). • Team Leader Aquatic and Facility Operations (01435). • Systems Administrator (01436). • Team Leader Health and Fitness (01433). • Coordinator Organisational Development (00789). • Strategic Policy Development Coordinator (00843). • Environment Development Coordinator (00783). • Team Leader – Community Venues (00173). • Team Leader Sport and Recreation (00172). • Administration Officer – Economic Development (01525) • Coordinator Compliance and Regulatory Performance (01094). • Library Systems and Administration Officer (00514). • Senior Team Leader Customer Care (00027).
Policy	Not applicable.

DRAFT

Delegation	**1.1.16 AUTHORISING PAYMENT FROM THE TRUST FUND (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Financial Management) Regulations 1996*: r. 5 CEO's duties as to financial management. r. 11 Payments, procedures for making. r. 12 Payments from municipal fund or trust fund, restrictions on making.
Function	Authority to make payments from the Trust Fund.
Delegates	Chief Executive Officer (00001)
Conditions	Making payments to be undertaken in accordance with the City's procedures and systems for making payments from the trust fund.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Corporate Services (00063) Director Governance and Strategy (00648) Director Infrastructure Services (00184) Director Planning and Community Development (00105) Manager Asset Management (00065) Manager Engineering Services (00186) Manager Financial Services (00075) Manager Governance (00010) Manager Leisure and Cultural Services (00159) Manager Parks and Natural Environment (00220) Manager Regulatory Services (01093) Manager Waste Services (01684)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**1.1.17 PAYMENTS FROM MUNICIPAL FUND AND TRUST FUND - SIGNATORIES TO BANK ACCOUNTS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s. 6.7 Municipal fund. s. 6.9 Trust fund. *Local Government (Financial Management) Regulations 1996*: r. 5 CEO's duties as to financial management. r. 11 Payments, procedures for making. r. 12 Payments from municipal fund or trust fund, restrictions on making.
Function	Authority to make payments from the Municipal Fund or the Trust Fund.
Delegates	Chief Executive Officer (00001)

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Conditions	Authority is subject to payments being made strictly in accordance with the signatory requirements set out in the following: **Cheque Payments** (only) • Payments up to $10,000 - Any one Category A or Category B signatory. • Payments of $10,001 and over to payments up to $250,000 - Any two Category A or Category B signatories. • Payments of $250,001 and over - Any 1 of Category A and 1 of Category B signatories; or any 2 Category A signatories. **Electronic Funds Transfer (EFT) Payments** (only) • Payments up to $10,000 – Any 2 Category A or Category B Signatories; or Any 1 of Category A or Category B signatories and Any 1 of Category C signatories. • Payments of $10,001 and over to payments up to $250,000 – Any two Category A or Category B signatories. • Payments of $250,001 and over – Any 1 Category A and 1 of Category B signatories; or any 2 Category A signatories. **Category A Signatories** Chief Executive Officer (00001). Director Planning and Community Development (00105). Director Corporate Services (00063). Director Infrastructure Services (00184). Director Governance and Strategy (00648). Manager Financial Services (00075). **Category B Signatories** Senior Management Accountant (00083). Senior Financial Accountant (00078). **Category C Signatories** Financial Accountant (00084) Management Accountant (00087)
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Corporate Services (00063) Director Governance and Strategy (00648) Director Infrastructure Services (00184) Director Planning and Community Development (00105) Financial Accountant (00084) Management Accountant (00087) Manager Financial Services (00075) Senior Financial Accountant (00078) Senior Management Accountant (00083)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**1.1.18 POWER TO INVEST (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.6.14 Power to invest.
Function	Authority to invest funds held in the municipal fund or the trust fund of the local government that is not, for the time being, required by the local government for any other purpose, in accordance with Part III of the *Trustees Act 1962*.
Delegates	Chief Executive Officer (00001)
Conditions	Authority is unlimited.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Corporate Services (00063) Manager Financial Services (00075) Senior Financial Accountant (00078) Senior Management Accountant (00083)
Subdelegate conditions	**Director Corporate Services (00063).** Unlimited **Manager Financial Services (00075).** Up to $4.5 million **Senior Management Accountant (00083) and Senior Financial Accountant (00078).** Up to $3 million
Policy	*Investment of Available Funds Policy*.

DRAFT

Delegation	**1.1.19 RECOVERY OF RATES AND SERVICE CHARGES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.6.56 Rates or service charges recoverable in court. s. 6.64(3) Action to be taken.
Function	Authority to recover rates and service charges, as well as the costs of court proceedings, if any for that recovery, in a court of competent jurisdiction. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	**Authority in respect to section 6.56:** Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075) **Authority in respect to section 6.64(3):** Director Corporate Services (00063)
Policy	Not applicable.

DRAFT

Delegation	**1.1.20 RECOVERY OF RATES AND SERVICE CHARGES FROM LESSEE (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO. .
Express power or duty delegated	*Local Government Act 1995*: s.6.60 (2) and (4) Local government may require lessee to pay rent.
Function	Authority to: • give notice to the lessee of land requiring the lessee to pay to the City any rent as it falls due, in satisfaction of the imposed rate or service charge on the land; • recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**1.1.21 PAYMENTS FROM MUNICIPAL FUND – INCURRING LIABILITIES AND MAKING PAYMENTS FOR COURT FEES IN RESPECT OF LODGEMENTS OF RATES CLAIMS (WA MAGISTRATES' COURT) (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Financial Management) Regulations 1996*: r. 5 CEO's duties as to financial management. r. 11 Payments, procedures for making. r. 12 Payments from municipal fund or trust fund, restrictions on making.
Function	Authority to incur liabilities and make payments from the municipal fund for court fees in respect of lodgements of rates claims only (WA Magistrates' Court).
Delegates	Chief Executive Officer (00001)
Conditions	Making payments to be undertaken in accordance with the City's procedures and systems for making payments from the municipal fund.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Rating Services (00079) Manager Financial Services (00075) Senior Management Accountant (00083)
Subdelegate conditions	**1. Manager Financial Services (00075)** Payment limit over $10,000 (excluding GST). **2. Senior Management Accountant (00083) and Coordinator Rating Services (00079).** Payment limit up to $10,000 (excluding GST).
Policy	Not applicable.

DRAFT

Delegation	**1.1.22 SEEKING EXPRESSIONS OF INTEREST (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Functions and General) Regulation 1996*: r.21 Limiting who can tender, procedure for.
Function	Authority to seek expressions of interest with respect to the supply of goods or services, where it is considered that there is good reason to make a preliminary selection from among prospective tenderers.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Corporate Services (00063) Manager Financial Services (00075)
Subdelegate conditions	Limited to the ability to seek expressions of interest only.
Policy	Not applicable.

DRAFT

Delegation	**1.1.23 WAIVER OF FEES AND GRANTING OF CONCESSIONS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.6.12 Power to defer, grant discounts, waive or write off debts.
Function	Authority to waive or grant a concession in relation to any amount of money which is owed to the City other than rates and service charges.
Delegates	Chief Executive Officer (00001)
Conditions	Additional subsidies and waiver of hire fees under the *Facility Hire Subsidy Policy* limited to $5,000 per request.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Adult and Seniors Services Officer (00525) Branch Librarian - Duncraig (00521) Branch Librarian - Joondalup (00519) Branch Librarian - Whitford (00520) Branch Librarian - Woodvale (00522) Cataloguer (00531) Cataloguer (00532) Collection Management Team Leader (00528) Coordinator Field Services (00607) Coordinator Joondalup Libraries (01653) Digital Services Officer (01126) Director Corporate Services (00063) Director Governance and Strategy (00648) Director Infrastructure Services (00184) Director Planning and Community Development (00105) Librarian (00539) Librarian (00549) Librarian (00558) Librarian (00559) Librarian (00560) Librarian (00575) Local History and Reference Team Leader (00526) Manager Community Development and Library Services (00390) Manager Community Safety (00912) Manager Leisure and Cultural Services (00159) Manager Regulatory Services (01093) Reference and Local History Librarian (00527) Team Leader Library Program and Events (01652) Youth and Children's Services Officer (00524) Youth and Children's Services Officer (01231)
Subdelegate	**1. Director Planning and Community Development (00105), Director Corporate Services,**

DRAFT

conditions	**Director (00063), Infrastructure Services (00184) and Director Governance and Strategy (00648).** Not applicable. **2. Manager Leisure and Cultural Services (00159).** Limited to individual items to $5,000 and limited to the hire and use of City facilities. **3. Librarian – Duncraig (00575), Librarians – Joondalup (00558), (00559), (00560), Librarian – Whitford (00539), Librarians – Woodvale (00549) (x2),Reference and Local History Librarian (00527); Adult and Seniors Officer (00525); Youth and Children's Services Officer (00524); Youth and Children's Services Officer (01231); Cataloguer (00532); Cataloguer (00531).** a. Limited to waiving fines to the value of $50 and under and waiving fines up to any value when a lost or damaged item is paid for by the customer, **SUBJECT TO** a quarterly report on fines and fees that have been waived being submitted to the Manager Financial Services. b. Limited to the waiving of printing fees so that request from members of the public at libraries for City Minutes and Agendas can be provided at no cost from 1 July 2023. **4. Coordinator Joondalup Libraries (01653), Team Leader Library Program and Events (01652), Branch Librarian – Joondalup (00519), Branch Librarian – Whitford (00520), Branch Librarian – Woodvale (00522), Branch Librarian – Duncraig (00521), Digital Services Officer (01126); Local History and Reference Team Leader (00526); Collection Management Team Leader (00528).** a. Limited to waiving fines to the value of $100 and under; waiving fines up to any value when a lost or damaged item is paid for by the customer; waiving the $12.80 debt collection fee in special circumstances; waiving accounts up to $150 for lost or damaged items in special circumstances, **SUBJECT TO** a quarterly report on fines and fees that have been waived being submitted to the Manager Financial Services. b. Limited to the waiving of printing fees so that request from members of the public at libraries for City Minutes and Agendas can be provided at no cost from 1 July 2023. **5. Manager Community Development and Library Services (00390).** a. Limited to waiving fines and accounts to the value of $50 and over; waiving the $12.80 debt collection fee in special circumstances, **SUBJECT TO** a quarterly report on fines and fees that have been waived being submitted to the Manager Financial Services. b. Limited to waiver of hire fees for use of library facilities to a maximum of $1,000. c. Limited to waiver of fees for community transport hire up to $500 per group per year. d. Limited to the waiver of fees or grant concessions for the Youth Holiday Programs. **6. Manager Regulatory Services (01093).** Limited to waiving the City's Building Permit Application fee for applications submitted by not-for-profit charitable organisations. **7. Manager Rangers, Parking and Community Safety (00912) and Coordinator Field Services (00607)** Limited to waiving of fees to the value of the fee for release of an impounded animal from the RSPCA. SUBJECT TO approval of an application by the Manager or Coordinator following a review of the persons financial inability to pay the release fee and a quarterly report on fees. **8. Manager Community Safety (00912)**

DRAFT

	Limited to waiving of parking fees and abandoned vehicle fees, to allow parking fee waiver request to be managed by Manager Community Safety as the role that oversees parking fees within the City of Joondalup.
Policy	*Facility Hire Subsidy Policy*.

DRAFT

Delegation	**1.1.24 WRITE OFF OF MONIES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.6.12 Power to defer, grant discounts, waive or write off debts.
Function	Authority to write off monies.
Delegates	Chief Executive Officer (00001)
Conditions	Subject to: a. individual items to $20,000; b. a report being provided to the Audit and Risk Committee on a six monthly basis on the exercise of this delegation.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Rating Services (00079) Director Corporate Services (00063) Manager Community Development and Library Services (00390) Manager Financial Services (00075)
Subdelegate conditions	Additional sub-delegation conditions: **1. Director Corporate Services (00063).** Not applicable. **2. Manager Financial Services (00075).** Individual items to $5,000. **3. Manager Community Development and Library Services (00390).** Individual items to $500. **4. Coordinator Rating Services (00079).** Individual items to $50.
Policy	Not applicable.

DRAFT

Delegation	**1.1.25 CONTROL RESERVES AND CERTAIN UNVESTED FACILITIES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government Act 1995*: s.3.53(3) Control of certain unvested facilities. s.3.54(1) Reserves under control of local government.
Function	1. Authority to agree to the method for control and management of an unvested facility which is partially within two (2) or more local government districts [s. 3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the City of Joondalup that the City could do under s. 5 of the Parks and Reserves Act 1895 [s. 3.54(1)].
Delegates	Chief Executive Officer (00001)
Conditions	1. Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets.
Policy	Not applicable.

DRAFT

Delegation	**1.1.26 OBSTRUCTION OF FOOTPATHS AND THOROUGHFARES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Uniform Local Provisions) Regulations 1996*: r.5(2) Interfering with, or taking from, local government land. r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a). r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b). r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2).
Function	1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r. 6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Delegates	Chief Executive Officer (00001)
Conditions	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Policy	Not applicable.

DRAFT

Delegation	**1.1.27 CROSSING - CONSTRUCTION, REPAIR AND REMOVAL (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Uniform Local Provisions) Regulations 1996*: r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2). r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3).
Function	1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare servicing land [ULP r.12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1) (a)].| 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Delegates	Chief Executive Officer (00001)
Conditions	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*.
Policy	Not applicable.

DRAFT

Delegation	**1.1.28 PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Uniform Local Provisions) Regulations 1996*: r.17 Private works on, over, or under public places - Sch. 9.1.
Delegates	Chief Executive Officer (00001)
Conditions	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Policy	Not applicable.

DRAFT

Delegation	**1.1.29 GIVE NOTICE TO PREVENT DAMAGE TO LOCAL GOVERNMENT PROPERTY FROM WIND EROSION AND SAND DRIFT (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*Local Government (Uniform Local Provisions) 1996*: r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12.
Function	1. Authority to give notice to a landowner or occupier if it is considered that clearing the owner or occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift [ULP r. 21(1)].
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Policy	Not applicable.

DRAFT

1.2 CEO TO OFFICERS

Delegation	**1.2.1 ACKNOWLEDGE RECEIPT OF PRIMARY AND ANNUAL RETURNS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Chief Executive Officer (00001)
Express power to delegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Express power or duty delegated	*Local Government Act 1995*: s.5.77 Acknowledging receipt of returns.
Function	To provide written acknowledgement of the receipt of Primary and Annual Returns in accordance with section 5.77 of the *Local Government Act 1995*.
Delegates	Director Governance and Strategy (00648)
Conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**1.2.2 APPOINTMENT OF AUTHORISED PERSONS (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Chief Executive Officer (00001)
Express power to delegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Express power or duty delegated	*Local Government Act 1995*: s. 3.24 Authorising persons under this Subdivision. s. 9.10 Appointment of authorised persons. *Local Government Legislation Amendment Act 2019*: s.9.10 Appointment of authorised persons.
Function	1. Authority to appoint persons or classes of persons as authorised persons [s.9.10(2)] for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act and Regulations: a. *Local Government Act 1995* and its subsidiary legislation, including Local Government Act Regulations, the *Local Government (Miscellaneous Provisions) Act 1960* and Local Laws made under the Local Government Act; b. *Caravan Parks and Camping Grounds Act 1995*; c. *Cat Act 2011*; d. *Cemeteries Act 1986*; e. *Control of Vehicles (Off-road Areas) Act 1978*; f. *Dog Act 1976*; g. *Graffiti Vandalism Act 2016* –refer s. 15; and h. any other legislation prescribed for the purposes of s.9.10 of the Local Government Act 1995. 2. To appoint and authorise persons to exercise the powers and duties of an authorised person under the City's local laws.
Delegates	Manager Leisure and Cultural Services (00159)
Conditions	**Manager Leisure and Cultural Services (00159):** 1. Authority extended to appoint members of a Surf Life Saving Club as authorised persons for the purposes of clause 5.3 of the *City of Joondalup Local Government and Public Property Local Law 2014* (patrol, close beaches). 2. A register of Authorised Persons is to be maintained as a local government record.
Policy	Not applicable.

DRAFT

Delegation	**1.2.3 INFRINGEMENTS - EXTENSION OF TIME TO PAY AND WITHDRAWAL OF NOTICES (DRAFT)**
Head of power	PART 1. LOCAL GOVERNMENT ACT 1995
Delegator	Chief Executive Officer (00001)
Express power to delegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Express power or duty delegated	*Local Government Act 1995*: s. 9.19 Extension of time. s. 9.20 Withdrawal of notice.
Function	Authority to extend the period within which a modified penalty may be paid or withdraw an infringement notice.
Delegates	Business Compliance Analyst (00948) Coordinator Field Services (00607) Director Planning and Community Development (00105) Manager Community Safety (00912)
Conditions	Nil.
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

PART 2. DELEGATIONS TO COMMITTEES

Delegations to Committees

Delegation	**2.0 DELEGATIONS TO COMMITTEES (DRAFT)**
Head of power	PART 2. DELEGATIONS TO COMMITTEES
Delegator	Council
Express power or duty delegated	No delegations to committees have been approved by Council at this time.
Delegates	Committee
Conditions	Nil
Statutory framework	Nil.
Policy	Not applicable.

DRAFT

PART 3. DELEGATIONS UNDER OTHER LEGISLATION

Delegations Under Other Legislation

3.1 – BULDING ACT 2011

Delegation	**3.1.1 AUTHORISED PERSONS UNDER THE BUILDING ACT 2011 (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government
Express power or duty delegated	*Building Act 2011*: s. 96 (3) Authorised persons s. 99 (3) Limitations on power of authorised person
Function	Authority to appoint authorised persons and/or revoke appointment of authorised persons for the purposes of the *Building Act 2011* and *Building Regulations 2012* in relation to buildings and incidental structures located, or proposed to be located in the City's district.
Delegates	Chief Executive Officer (00001)
Conditions	Nil
Policy	Not applicable.

DRAFT

Delegation	**3.1.2 BUILDING ACT 2011 - ISSUING CERTIFICATES OF BUILDING COMPLIANCE AND DESIGN COMPLIANCE (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Act 2011*: Part 2 Division 2 Applications for building or demolition permits. Part 4 Division 1 Occupancy permits. Part 4 Division 2 Kinds of applications for occupancy permits and building approval certificates. Part 4 Division 3 Making and dealing with applications for occupancy permits and building approval certificates.
Function	Authority to issue certificates of building compliance and design compliance.
Delegates	Assistant Building Surveyor (00154) Assistant Building Surveyor (01068) Building Surveyor (00150) Building Surveyor (00151) Building Surveyor (00615) Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Conditions	Subject to meeting the qualification requirements in accordance with *Building Services (Registration) Regulations 2011*.
Statutory framework	*Building Services (Registration) Regulations 2011*.
Policy	Not applicable.

DRAFT

Delegation	**3.1.3 BUILDING ACT 2011 - GRANTING BUILDING AND DEMOLITION PERMITS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Act 2011*: s. 20 Grant of building permit. s. 21 Grant of demolition permit. s. 58 Grant of occupancy permit, building approval certificate.
Function	Authority to administratively grant building and demolition permits, building approval certificates and occupancy permits.
Delegates	Chief Executive Officer (00001)
Conditions	Restricted to administratively granting certificates and permits that have the relevant certifications of building compliance, construction compliance and/or design compliance, as certified and issued by a person meeting the qualification requirements of the *Building Services (Registration) Regulations 2011*.
Express power to subdelegate	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO).
Subdelegates	Administration Officer (00110) Administration Officer (00131) Administration Officer (00132) Administration Officer (00133) Assistant Building Surveyor (00154) Assistant Building Surveyor (01068) Building Surveyor (00150) Building Surveyor (00151) Building Surveyor (00615) Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Policy	Not applicable.

DRAFT

Delegation	**3.1.4 BUILDING ACT 2011 – REFUSING AND CANCELLING BUILDING AND DEMOLITION PERMIT APPLICATIONS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Act 2011*: s. 24 Notice of decision not to grant building or demolition permit. s. 60 Notice of decision not to grant occupancy permit or grant building approval certificate.
Function	Authority to refuse and cancel building and demolition permit applications, building approval certificates and occupancy permits.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO).
Subdelegates	Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**3.1.5 BUILDING ACT 2011 - EXTENDING THE DURATION OF BUILDING AND DEMOLITION PERMITS, BUILDING APPROVAL CERTIFICATES AND OCCUPANCY PERMITS (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Act 2011*: s. 32 Duration of building or demolition permit. s. 65 Extension of period of duration.
Function	Authority to extend the duration of building and demolition permits, building approval certificates and occupancy permits.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO).
Subdelegates	Coordinator Building Approvals (00113) Director Planning and Community Development (00105) Manager Regulatory Services (01093) Senior Building Surveyor (00148) Senior Building Surveyor (00153)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**3.1.6 BUILDING ACT 2011 - BUILDING ORDERS (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Act 2011*: Part 8 Division 5 Building orders. s. 133 Prosecutions.
Function	1. Authority to make Building Orders in relation to: a. Building work. b. Demolition work. c. An existing building or incidental structure {s.110(1)]. 2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. 3. Authority to revoke a building order {s.117]. 4. If there is non-compliance with a building order, authority to cause an authorised person to: a. take any action specified in the order; or b. commence or complete any work specified in the order; or c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. 5. Authority to take court action to recovery as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [.118(3)] 6. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the Building Act 2011.
Delegates	Chief Executive Officer (00001)
Conditions	Functions 4, 5 and 6 require the written authorisation of the Director Planning and Community Development.
Express power to subdelegate	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO).
Subdelegates	Coordinator Compliance and Regulatory Performance (01094) Director Planning and Community Development (00105) Manager Regulatory Services (01093)
Policy	Not applicable.

DRAFT

Delegation	**3.1.7 BUILDING ACT 2011 - INSPECTION AND COPIES OF BUILDING RECORDS (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Act 2011*: s.131(2) Inspection, copies of building records.
Function	Authority to determine an application from an interested person to inspect a building record and to provide the interested person a copy of a building record.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Subdelegates	Administration Officer (00110) Administration Officer (00131) Administration Officer (00132) Administration Officer (00133) Coordinator Building Approvals (00113)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**3.1.8 BUILDING ACT 2011 – PRIVATE POOL BARRIER ALTERNATIVE AND PERFORMANCE SOLUTIONS (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Regulations 2012*: r.51 Approvals by permit authority.
Function	1. Authority 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 as effectively as if there were compliant with AS 1926.1 [r.51(2)]. 2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)]. 3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirements [r.51(5)].
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO).
Subdelegates	Director Planning and Community Development (00105) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**3.1.9 BUILDING ACT 2011 – SMOKE ALARMS ALTERNATIVE SOLUTIONS (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Building Act 2011*: s.127(1) & (3) Delegation: special permit authorities and local government.
Express power or duty delegated	*Building Regulations 2012*: r.55 Terms Used (alternative building solution approval). r.61 Local Government approval of battery powered smoke alarms.
Function	1. Authority to approve alternative building solutions which meet the performance requirements of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Delegates	Chief Executive Officer (00001)
Express power to subdelegate	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO).
Subdelegates	Director Planning and Community Development (00105) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

3.2 – BUSH FIRES ACT 1954

Delegation	**3.2.1 BUSH FIRES ACT 1954 - FUNCTIONS OF A LOCAL GOVERNMENT (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Bush Fires Act 1954*: s.48 Delegation by local government.
Express power or duty delegated	*Bush Fires Act 1954*
Function	Authority to perform the functions of the local government under the *Bush Fires Act 1954*.
Delegates	Chief Executive Officer (00001)
Express power to subdelegate	Nil. - Sub-delegation is prohibited by s.48(3)
Policy	Not applicable.

DRAFT

3.3 – CAT ACT 2011

Delegation	**3.3.1 CAT ACT 2011 - POWERS AND DUTIES OF A LOCAL GOVERNMENT (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Cat Act 2011*: s.44 Delegation by local government.
Express power or duty delegated	*Cat Act 2011* *Cat Regulations 2012* *Cat (Uniform Local Provisions) Regulations 2013*
Function	Authority to exercise the powers or discharge the duties of the local government under the *Cat Act 2011*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil
Express power to subdelegate	*Cat Act 2011*: s.45 Delegation by CEO of local government.
Subdelegates	Director Planning and Community Development (00105) Manager Community Safety (00912)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

3.4 - DOG ACT 1976

Delegation	**3.4.1 DOG ACT 1976 - POWERS AND DUTIES OF A LOCAL GOVERNMENT (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Dog Act 1976*: s.10AA Delegation of local government powers and duties.
Express power or duty delegated	*Dog Act 1976*
Function	Authority to exercise the powers or discharge the duties of the local government under the *Dog Act 1976* including the authority to delegate the powers and duties of a local government to other persons.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Policy	Not applicable.

DRAFT

3.5 – FOOD ACT 2008

Delegation	**3.5.1 FOOD ACT 2008 - FUNCTIONS OF AN ENFORCEMENT AGENCY (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Food Act 2008*: s.118 Functions of enforcement agencies and delegation. (2)(b) Enforcement agency may delegate a function conferred on it. (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]. (4) Sub-delegation permissible only if expressly provided in regulations.
Express power or duty delegated	*Food Act 2008* *Food Regulations 2009*
Function	Authority to exercise the powers or discharge the duties of the local government, as an enforcement agency under the *Food Act 2008*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Policy	Not applicable.

DRAFT

3.6 – GRAFFITI VANDALISM ACT 2016

Delegation	**3.6.1 GRAFFITI VANDALISM ACT 2016 – POWERS AND DUTIES OF A LOCAL GOVERNMENT (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Graffiti Vandalism Act 2016*: s.16 Delegation by local government.
Express power or duty delegated	*Graffiti Vandalism Act 2016*
Function	Authority to exercise the powers or discharge the duties of the local government under the *Graffiti Vandalism Act 2016* including the authority to delegate the powers and duties of a local government to other persons.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Graffiti Vandalism Act 2016*: s.17 Delegation by CEO of local government.
Subdelegates	Manager Community Safety (00912)
Subdelegate conditions	Nil.
Statutory framework	Section 16 and 17 of the *Graffiti Vandalism Act 2016*.
Policy	Not applicable.

DRAFT

3.7 – PLANNING AND DEVELOPMENT ACT 2005

Delegation	**3.7.1 LOCAL PLANNING SCHEME NO. 3 – DELEGATIONS - GENERAL (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s. 5.42 (1) (b) Delegation of some powers and duties to CEO.
Express power or duty delegated	*Planning and Development (Local Planning Schemes) Regulations 2015*: Schedule 2 Deemed provisions for local planning schemes. Clause 82 Delegations by local government.
Function	The following powers conferred or imposed on Council or the local government under the Scheme: a. the approval of an application for development approval for the purpose of a 'single house', or up to 5 'grouped dwellings', or any associated, ancillary or incidental development to a 'single house', 'grouped dwelling' or 'multiple dwelling' where: i. there have not been any objections to the application received; or the objection (s) received relates to matters that are not valid planning considerations for the subject application; or relate to elements of the proposal which meet the relevant deemed-to-comply requirements and/or development standard; or the proposal is amended or a condition imposed so elements the subject of the objection(s) meet the relevant deemed-to-comply requirement and/or development standards; and ii. the application is not required to be considered by the Joondalup Design Reference Panel; and iii. in the case of applications for development approval that require a Bushfire Attack Level assessment in accordance with *State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)* the development: a. has a Bushfire Attack Level of less than 40; and b. where the Bushfire Attack Level is 12.5, 19 or 29: i. is not a vulnerable land use as defined under SPP 3.7; and ii. complies with clause 6.5 of SPP 3.7; and iv. the Deemed-to-Comply requirements or Element Objectives of the *Residential Design Codes* and/or replacement Deemed-to-Comply requirements of the *Residential Development Local Planning Policy* or *Development in Housing Opportunity Areas Local Planning Policy* have been satisfied (where applicable), and the development satisfies any applicable standards and requirements of the Scheme, any applicable structure plan, activity centre plan or local development plan and all other applicable local planning policies; or v. the Local Housing Objectives of the *Residential Development Local Planning Policy* have been satisfied; or vi. in the case of applications for development approval where the development

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does not meet the Deemed-to-Comply requirements of the *Residential Design Codes* or the requirements of any applicable standards or requirements of the Scheme, any applicable structure plan, activity centre plan, local development plan, or local planning policy, provided:

a. the plot ratio of the development does not exceed the requirement of Table 2.1 of the Residential Design Codes;

b. the building setbacks of development, including retaining walls, are not less than those specified under the Deemed-to-Comply requirements or Table 2.1 of the *Residential Design Codes*, or any applicable structure plan, activity centre plan, local development plan or local planning policy by more than 1.5 metres;

c. any outbuilding is not in the primary or secondary setback area stipulated in Table 1 or Table 2.1 of the *Residential Design Codes* or any applicable structure plan, activity centre plan, local development plan or local planning policy;

d. the height and/or length of boundary wall(s) does not exceed the amounts set out in the Deemed-to-Comply Requirements or Table 2.1 of the *Residential Design Codes* or any applicable structure plan, activity centre plan, local development plan or local planning policy by more than 25% of those requirements, and where there are boundary walls to no more than two (2) separate boundaries. Where the application is for all grouped dwellings on a parent lot, boundary walls to internal lot boundaries will not be included in the two wall calculation;

e. the height of the proposed fill or retaining wall within the primary street setback area does not exceed 1.2 metres above natural ground level; and

f. the height of non visually permeable fencing within the primary street setback area does not exceed 1.2 metres above natural ground level (as measured from the midpoint of the verge) for more than 25% of the frontage of the lot.

b. the approval of an application for development approval for the purposes of a class of use listed in Table 3 Zoning Table, Table 3a Whitford Activity Centre Zoning Table and Table 3b Joondalup Activity Centre Zoning Table of the Scheme other than a 'single house', 'grouped dwelling', 'multiple dwelling', or any associated, ancillary or incidental development where:

i. there have not been any objections to the application received; and

ii. the application is not required to be considered by the Joondalup Design Reference Panel; and

iii. in the case of applications for development approval that require a Bushfire Attack Level assessment in accordance with *State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)* the development:

a. has a Bushfire Attack Level of less than 40; and

b. where the Bushfire Attack Level is 12.5, 19 or 29:

i. is not a vulnerable land use as defined under SPP 3.7; and

ii. complies with clause 6.5 of SPP 3.7; and

iv. the development satisfies any applicable standards and requirements of the

DRAFT

	Scheme, any applicable structure plan, activity centre plan or local development plan and all applicable local planning policies; with the exception of the following: v. setback requirements for patio(s), verandah(s), shade sail(s), portico(s), outbuilding(s) or retaining wall(s) not greater than 1.2 metres above natural ground level in height; or vi. the shortfall in car parking is not increasing from that previously approved.
Delegates	Chief Executive Officer (00001)
Conditions	The Chief Executive Officer is to cause a report of the exercise of powers and functions to be prepared and presented to each ordinary meeting of Council.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Coordinator Planning Approvals (00112) Coordinator Planning Approvals (01313) Coordinator Urban Design and Policy (00111) Senior Planning Project Officer (00122) Senior Urban Planner (00115) Senior Urban Planner (00125) Senior Urban Planner (00609) Senior Urban Planner (00778) Senior Urban Planner (01479)
Subdelegate conditions	The approval of an application for development approval for the purpose of a 'single house', or up to 5 'grouped dwellings' or any associated, ancillary or incidental development to a 'single house', 'grouped dwelling' or 'multiple dwelling' where between 1 – 3 objections not referred to in (i) above shall be determined by the Coordinator Planning Approvals (00112 and 01313).
Policy	Not applicable.

DRAFT

Delegation	**3.7.2 LOCAL PLANNING SCHEME NO. 3 – DELEGATIONS - GENERAL (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s. 5.42 (1) (b) Delegation of some powers and duties to CEO.
Express power or duty delegated	*Planning and Development (Local Planning Schemes) Regulations 2015*: Schedule 2 Deemed provisions for local planning schemes. Clause 82 Delegations by local government.
Function	The following powers conferred or imposed on the Council or the local government under the *Scheme and the Planning and Development Act 2005*: a. the determination of an application for development approval for the purpose of a 'single house', and/or up to 5 'grouped dwellings', or any associated, ancillary or incidental development; b. the determination of an application for development approval for the purpose of a class of use listed in Table 3 Zoning Table, Table 3a Whitford Activity Centre Zoning Table and Table 3b Joondalup Activity Centre Zoning Table of the Scheme or any associated, ancillary or incidental development (other than a 'single house', 'grouped dwelling' or 'multiple dwelling') provided: i. building setbacks for buildings other than for those set out in 1(b)(v) of these delegations, as set out in the Scheme or any applicable structure plan, activity centre plan, local development plan or local planning policy, are not less than the required amount by more than 1.5 metres; ii. the amount of car parking provided is not less than the standards and requirements set out in the Scheme, applicable local planning policy or any applicable structure plan, activity centre plan or local development plan by more than 10% or the shortfall in car parking is not increasing from that previously approved; iii. the landscaping between a car parking area and the street as set out under the Scheme, applicable local planning policy or an applicable structure plan, activity centre plan or local development plan achieves an average width of not less than 1.0 metre; iv. the overall amount of landscaping provided for the site does not vary the standards and requirements set out in the Scheme, applicable local planning policy or any applicable structure plan, activity centre plan or local development plan by more than 10% of that requirement or the shortfall in landscaping is not increasing from that previously approved; and v. the development complies with the coastal area building height in the *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*. c. the direction under clauses 64(3), (4), (5), (6) and (7) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to advertise an application for development approval; d. the determination under clause 64(2) of Schedule 2 of the *Planning and Development*

DRAFT

	(Local Planning Schemes) Regulations 2015 whether a departure from the requirements of the Scheme is of a minor nature and whether to waive the requirement for the advertising of the application, providing it is not an application that would otherwise require advertising under the Scheme or local planning policy; e. the determination under clause 63(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* whether to waive or vary the requirement for plans and other information to be submitted with an application; f. the determination under clause 61(1)(f) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* whether works are temporary for the purposes of the Scheme and the length of time that such 'development' is permitted to remain in the requested location; g. the decision whether an application for development approval may affect any other statutory, public or planning authority, and shall therefore require them to be provided a copy of the application for objections and recommendations under clause 66(1) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
Delegates	Chief Executive Officer (00001)
Conditions	The Chief Executive Officer is to cause a report of the exercise of powers and functions to be prepared and presented to each ordinary meeting of Council.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Planning and Community Development (00105) Manager Planning Services (00108) Manager Regulatory Services (01093)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**3.7.3 PLANNING AND DEVELOPMENT ACT 2005 - POWER AS TO ILLEGAL DEVELOPMENT (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s. 5.42 (1) (b) Delegation of some powers and duties to CEO.
Express power or duty delegated	*Planning and Development Act 2005*: Section 214(2), (3) and (5).
Function	Authority to exercise all the powers and functions of the local government under sections 214 (2), (3) and (5) of the *Planning and Development Act 2005*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Policy	Not applicable.

DRAFT

Delegation	**3.7.4 PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 - DETERMINE DEVELOPMENT APPLICATIONS FOR 'UNLISTED USE (BICYCLE HIRE)' (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Local Government Act 1995*: s. 5.42 (1) (b) Delegation of some powers and duties to CEO.
Express power or duty delegated	*Planning and Development (Local Planning Schemes) Regulations 2015*: Schedule 2 Deemed provisions for local planning schemes. Clause 82 Delegations by local government.
Function	Authority to determine development applications for 'Unlisted Use (Bicycle Hire)'.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Planning and Community Development (00105) Manager Planning Services (00108)
Subdelegate conditions	Nil.
Policy	Not applicable.

DRAFT

3.8 – PUBLIC HEALTH ACT 2016

Delegation	**3.8.1 PUBLIC HEALTH ACT 2016 - FUNCTIONS OF AN ENFORCEMENT AGENCY (DRAFT)**
Head of power	PART 3. DELEGATIONS UNDER OTHER LEGISLATION
Delegator	Council
Express power to delegate	*Public Health Act 2016*: s.21 Enforcement agency may delegate.
Express power or duty delegated	*Public Health Act 2016*
Function	Authority to exercise all of the powers and duties conferred or imposed on a local government, as an enforcement agency, under the *Public Health Act 2016*.
Delegates	Chief Executive Officer (00001)
Conditions	Nil.
Policy	Not applicable.

DRAFT

PART 4. CITY OF JOONDALUP LOCAL LAWS

City Of Joondalup Local Laws

4.1 – CITY OF JOONDALUP PARKING LOCAL LAW 2013

Delegation	**4.1.1 AMENDMENTS TO THE PARKING SCHEMES (DRAFT)**
Head of power	PART 4. CITY OF JOONDALUP LOCAL LAWS
Delegator	Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO. s.5.43 Limitations on delegations to the CEO.
Express power or duty delegated	*City of Joondalup Parking Local Law 2013.*
Function	Authority to approve and implement amendments to parking schemes adopted by Council in relation to: • time limits, conditions and prohibitions in streets and parking stations; • the designation of visitor and authorised vehicle parking.
Delegates	Chief Executive Officer (00001)
Conditions	Authority to be exercised consistently with the provisions of the *City of Joondalup Parking Local Law 2013.*
Express power to subdelegate	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees.
Subdelegates	Director Planning and Community Development (00105) Manager Community Safety (00912)
Subdelegate conditions	Nil.
Policy	*Dedicated Car Parking for Seniors and Parents with Prams Policy*. *Joondalup City Centre Car Parking for Commercial Development Policy*. *Parking Schemes Policy*.

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[INSERT LOCAL GOVERNMENT NAME]
[INSERT CREST / LOGO]

DELEGATION REGISTER

Current as at [insert date of last decision to amend the register]

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Table of Contents

1 LOCAL GOVERNMENT ACT 1995 DELEGATIONS 1
1.1 Council to Committees of Council 1
1.1.1 Audit and Risk Committee 1
1.1.2 Behaviour Complaints Committee 3
1.2 Council to CEO 5
1.2.1 Performing Functions Outside the District 5
1.2.2 Compensation - Damage Incurred when Performing Executive Functions 7
1.2.3 Powers of Entry 8
1.2.4 Declare Vehicle is Abandoned Vehicle Wreck 10
1.2.5 Confiscated or Uncollected Goods 11
1.2.6 Disposal of Sick or Injured Animals 13
1.2.7 Close Thoroughfares to Vehicles 14
1.2.8 Control Reserves and Certain Unvested Facilities 16
1.2.9 Obstruction of Footpaths and Thoroughfares 17
1.2.10 Gates Across Public Thoroughfares 19
1.2.11 Public Thoroughfare – Dangerous Excavations 21
1.2.12 Crossing – Construction, Repair and Removal 23
1.2.13 Private Works on, over or under Public Places 25
1.2.14 Works Required for Supply of Gas or Water 27
1.2.15 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift 29
1.2.16 Expressions of Interest for Goods and Services 30
1.2.17 Tenders for Goods and Services – Call Tenders 32
1.2.18 Tenders for Goods and Services – Accepting and Rejecting Tenders; Varying Contracts; Exercising Contract Extension Options 34
1.2.19 Tenders for Goods and Services - Exempt Procurement 38
1.2.20 Panels of Pre-Qualified Suppliers for Goods and Services 41
1.2.21 Application of Regional Price Preference Policy 43
1.2.22 Disposing of Property 44
1.2.23 Payments from the Municipal or Trust Funds 46

1.2.24 Defer, Grant Discounts, Waive or Write Off Debts 50
1.2.25 Power to Invest and Manage Investments 52
1.2.26 Rate Record Amendment..... 54
1.2.27 Agreement as to Payment of Rates and Service Charges..... 55
1.2.28 Determine Due Date for Rates or Service Charges..... 57
1.2.29 Recovery of Rates or Service Charges 58
1.2.30 Recovery of Rates Debts – Require Lessee to Pay Rent 59
1.2.31 Recovery of Rates Debts - Actions to Take Possession of the Land 60
1.2.32 Rate Record – Objections 62
1.2.33 Renewal or Extension of Contracts during a State of Emergency 63
1.2.34 Procurement of Goods or Services required to address a State of Emergency 65
1.3 CEO to Employees..... 67
1.3.1 Determine if an Emergency for Emergency Powers of Entry..... 67
1.3.2 Determine and Manage Conditions on Approvals to Obstruct a Public Thoroughfare..... 68
1.3.3 Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares..... 70
1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places..... 72
1.3.5 Appoint Persons (other than employees) to Open Tenders..... 73
1.3.6 Electoral Enrolment Eligibility Claims and Electoral Roll 74
1.3.7 Destruction of Electoral Papers..... 76
1.3.8 Appoint Authorised Persons..... 77
1.3.9 Information to be Available to the Public 79
1.3.10 Financial Management Systems and Procedures 81
1.3.11 Audit – CEO Review of Systems and Procedures..... 83
1.3.12 Infringement Notices..... 84
1.4 Local Law Delegations to the CEO 86
1.4.1 Infrastructure Control – Template Activities in Thoroughfares and Public Places and Trading Local Law 86
1.4.2 Trading, Stallholders, Performing and Outdoor Dining – Activities in Thoroughfares and Public Places and Trading Local Law 91

2 BUILDING ACT 2011 DELEGATIONS..... 93
2.1 Council to CEO 93
2.1.1 Grant a Building Permit..... 93
2.1.2 Demolition Permits..... 95
2.1.3 Occupancy Permits or Building Approval Certificates..... 97
2.1.4 Designate Employees as Authorised Persons..... 99
2.1.5 Building Orders 100

2.1.6 Inspection and Copies of Building Records 102
2.1.7 Referrals and Issuing Certificates 103
2.1.8 Private Pool Barrier – Alternative and Performance Solutions 104
2.1.9 Smoke Alarms – Alternative Solutions 105
2.1.10 Appointment of approved officers and authorised officers 106

3 BUSH FIRES ACT 1954 DELEGATIONS 108
3.1 Council to CEO, Mayor and Bush Fire Control Officer 108
3.1.1 Make Request to FES Commissioner – Control of Fire 108
3.1.2 Prohibited Burning Times - Vary 109
3.1.3 Prohibited Burning Times – Control Activities 110
3.1.4 Restricted Burning Times – Vary and Control Activities 112
3.1.5 Control of Operations Likely to Create Bush Fire Danger 114
3.1.6 Burning Garden Refuse / Open Air Fires 115
3.1.7 Firebreaks 117
3.1.8 Appoint Bush Fire Control Officer/s and Fire Weather Officer 118
3.1.9 Control and Extinguishment of Bush Fires 119
3.1.10 Recovery of Expenses Incurred through Contraventions of this Act 120
3.1.11 Prosecution of Offences 121

4 CAT ACT 2011 DELEGATIONS 122
4.1 Council to CEO 122
4.1.1 Cat Registrations 122
4.1.2 Cat Control Notices 124
4.1.3 Approval to Breed Cats 125
4.1.4 Recovery of Costs – Destruction of Cats 127
4.1.5 Applications to Keep Additional Cats 128
4.1.6 Reduce or Waiver Registration Fee 129
4.2 Cat Act Delegations - CEO to Employees 130
4.2.1 Infringement Notices – Extensions and Withdrawals 130

5 DOG ACT 1974 DELEGATIONS 131
5.1 Dog Act Delegations Council to CEO 131
5.1.1 Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons 131
5.1.2 Refuse or Cancel Registration 133
5.1.3 Kennel Establishments 135
5.1.4 Recovery of Moneys Due Under this Act 136
5.1.5 Dispose of or Sell Dogs Liable to be Destroyed 137
5.1.6 Declare Dangerous Dog 138

5.1.7 Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke 139
5.1.8 Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice 141
5.1.9 Determine Recoverable Expenses for Dangerous Dog Declaration 142

6 FOOD ACT 2008 DELEGATIONS 143
6.1 Council to CEO 143
6.1.1 Determine Compensation 143
6.1.2 Prohibition Orders 145
6.1.3 Food Business Registrations 146
6.1.4 Appoint Authorised Officers and Designated Officers 147
6.1.5 Debt Recovery and Prosecutions 149
6.1.6 Abattoir Inspections and Fees 150
6.1.7 Food Businesses List – Public Access 151

7 GRAFFITI VANDALISM ACT 2016 DELEGATIONS 152
7.1 Council to CEO 152
7.1.1 Give Notice Requiring Obliteration of Graffiti 152
7.1.2 Notices – Deal with Objections and Give Effect to Notices 154
7.1.3 Obliterate Graffiti on Private Property 155
7.1.4 Powers of Entry 156

8 PUBLIC HEALTH ACT 2016 DELEGATIONS 157
8.1 Council to CEO 157
8.1.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs) 157
8.1.2 Enforcement Agency Reports to the Chief Health Officer 158
8.1.3 Designate Authorised Officers 159
8.1.4 Determine Compensation for Seized Items 161

9 PLANNING AND DEVELOPMENT ACT 2005 DELEGATIONS 162
9.1 Council to CEO 162
9.1.1 Illegal Development 162
9.2 Local Planning Scheme – Council to CEO 164
9.2.1 [Delegation Title] 164

10 STATUTORY AUTHORISATIONS AND DELEGATIONS TO LOCAL GOVERNMENT FROM STATE GOVERNMENT ENTITIES 165
10.1 Environmental Protection Act 1986 165
10.1.1 Noise Control – Environmental Protection Notices [Reg.65(1)] 165
10.1.2 Noise Management Plans – Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events 166
10.1.3 Noise Management Plans – Construction Sites 167

10.2 Planning and Development Act 2005 168

10.2.1 Instrument of Authorisation – Local Government CEOs - Sign Development Applications for Crown Land as Owner 168

10.2.2 Development Control Powers – Powers of Local Governments and DOT - Metropolitan Region Scheme (DEL.2017/02) 171

10.2.3 Development Control Powers – Powers of Local Governments - Greater Bunbury Region Scheme (DEL.2014/01) 177

10.2.4 Development Control – Powers of Local Governments - Peel Region Scheme (DEL.2008/12) 183

10.2.5 Development Control – Powers of Local Government – Ningaloo Coast Regional Interim Development Order 2007 (DEL.208/14) 188

10.2.6 Development Control – Powers of Local Governments – Hope Valley-Wattleup Redevelopment Act 2000 and Master Plan (DEL.2011/01) 189

10.2.7 WA Planning Commission – Powers of Local Governments - s.15 of the Strata Titles Act 1985 (DEL.2020/01) 191

10.3 Main Roads Act 1930 192

10.3.1 Traffic Management - Events on Roads 192

10.3.2 Traffic Management – Road Works 194

10.4 Road Traffic (Vehicles) Act 2012 196

10.4.1 Approval for Certain Local Government Vehicles as Special Use Vehicles .. 196

1. Local Government Act 1995 Delegations

1 Local Government Act 1995 Delegations

1.1 Council to Committees of Council

1.1.1 Audit and Risk Committee

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.16 Delegation of some powers and duties to certain committees s.7.1B Delegation of some powers and duties to audit committees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.7.12A(2), (3) & (4) Duties of Local Government with respect to audits
Delegate:	**Audit and Risk Committee**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to meet with the City's Auditor at least once every year on behalf of the Council [s.7.12A(2)]. 2. Authority to: a. examine the report of the Auditor and determine matters that require action to be taken by the <<Shire/Town/City>>; and b. ensure that appropriate action is taken in respect of those matters [s.7.12A(3)]. 3. Authority to review and endorse the <<Shire/Town/City>>'s report on any actions taken in response to an Auditor's report, prior to it being forwarded to the Minister [s.7.12A(4)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. This delegation is not to be used where a Management Letter or Audit Report raises significant issues. In that instance the Local Government's meeting with the Auditor must be directed to the Council. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Nil. Sub-delegation is prohibited by s.7.1B.

Compliance Links:	Department of Local Government, Sport and Cultural Industries Operational Guideline No. 09 - The appointment, function and responsibilities of Audit Committees Audit and Risk Committee Terms of Reference

1. Local Government Act 1995 Delegations

	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	Audit Committee Minutes shall record and identify each decision made under this delegation in accordance with the requirements of Administration Regulation 19.

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.1.2 Behaviour Complaints Committee

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.16 Delegation of some powers and duties to certain committees
Express Power or Duty Delegated:	*Local Government (Model Code of Conduct) Regulations 2021*: Clause 12 Dealing with a complaint Clause 13 Dismissal of complaint
Delegate:	**Behaviour Complaints Committee**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur *[MCC.cl.12(1) and (3)]*. In making any finding the Committee must also determine reasons for the finding *[MCC.cl.12(7)]*. 2. Where a finding is made that a breach has occurred, authority to: a. take no further action *[MCC.cl.12(4(a)]*; or b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates *[MCC.cl.12(4)(b), (5) and (6)]*. 3. Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal *[MCC.cl.13(1) and (2)]*.
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Committee will make decisions in accordance with the principles and specified requirements established in Council Policy XXX Code of Conduct Behaviour Complaints Management. b. That part of a Committee meeting which deals with a Complaint will be held behind closed doors in accordance with s.5.23(2)(b) of the Act. c. The Committee is prohibited from exercising this Delegation where a Committee Member in attendance at a Committee meeting is either the Complainant or Respondent to the Complaint subject of a Committee agenda item. d. In the event of (c) above, the Committee may resolve to defer consideration to a future meeting at which the conflicted Committee Member is absent and a Deputy Committee Member is in attendance.

1. Local Government Act 1995 Delegations

	NOTE TO Conditions (c) AND (d): The purpose of these Conditions is to require that a Committee Member who is identified as either the Complainant or Respondent is required to recuse themselves by notifying the Presiding Member of their intention to be an apology for the meeting at which the Complaint is an agenda item. << Council has discretion to determine any other conditions limitations applicable to the use of delegated powers or duties >>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Council Policy XXX Behaviour Complaints Committee Terms of Reference Council Policy XXX Code of Conduct Behaviour Complaints Management Council Policy XXX Code of Conduct for Council Members, Committee Members and Candidates <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of Administration Regulation 19.

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2 Council to CEO

1.2.1 Performing Functions Outside the District

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.20(1) Performing functions outside district
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant Budget allocation and the performance of the functions does not negatively impact service levels within the District. Where these conditions are not met, the matter must be referred for Council decision. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

1. Local Government Act 1995 Delegations

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.2 Compensation - Damage Incurred when Performing Executive Functions

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.22(1) Compensation s.3.23 Arbitration
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. In accordance with the s.3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of executive functions and make payment of compensation [s.3.22(1)]. 2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Delegation is limited to settlements which do not exceed a material value of $<<value>>. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.3 Powers of Entry

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to exercise powers of enter to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)]. 5. Authority to give notice and effect entry by opening a fence [s.3.36].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Delegated authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property. b. [Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties]
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

1. Local Government Act 1995 Delegations

	Local Government Act 1995: s.9.10 Appointment of authorised persons – refer also s.3.32(2)] Part 3, Division 3, Subdivision 3 – prescribes statutory processes for Powers of Entry s.3.34(2) Entry in an emergency – Refer to CEO Delegation <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.4 Declare Vehicle is Abandoned Vehicle Wreck

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.40A(4) Abandoned vehicle wreck may be taken
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.2.6 Disposing of Confiscated or Uncollected Goods or alternatively, referred for Council decision. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.5 Confiscated or Uncollected Goods

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Section.3.47 specifies that s.3.58 applies to disposal of goods under s.3.47. ***Note*** *- that th s.3.57 tender requirements do not apply to disposal of confiscated or uncollected goods OR Disposal of Property under s.3.58. (s.3.57 applies only to "contracts… under which another person is to supply goods or service).*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46] 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than $20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation:	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

1. Local Government Act 1995 Delegations

Conditions on the original delegation also apply to the sub-delegations.	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995*:Part 3, Division 3, Subdivision 3 s.3.58 Disposing of Property – applies to the sale of goods under s.3.47 as if they were property referred to in that section. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.6 Disposal of Sick or Injured Animals

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)]. 2. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.7 Close Thoroughfares to Vehicles

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: 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
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: • give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and • consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Before doing anything to which section 3.51 applies, take action 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 [s3.51].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)]. b. Maintain access to adjoining land [s.3.52(3)] (relevant to the metropolitan area or a Townsite only). c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

1. Local Government Act 1995 Delegations

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.8 Control Reserves and Certain Unvested Facilities

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the <<Shire/Town/City>> that the <<Shire/Town/City>> could do under s.5 of the *Parks and Reserves Act 1895*. [s.3.54(1)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.9 Obstruction of Footpaths and Thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Actions under this Delegation must comply with procedural requirements detailed in *the Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has:

1. Local Government Act 1995 Delegations

	i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.2 – Public Thoroughfare Obstruction – Determine Conditions Local Government (Uniform Local Provisions) Regulations 1996 Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.10 Gates Across Public Thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r.9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r.9(2)]. 3. Authority to impose conditions on granting permission [ULP r.9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r.9(5)]. 5. Authority to cancel permission by written notice, and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r.9(6)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Each approval provided must be recorded in the <<Shire/Town/City>>'s statutory Register of Gates in accordance with Uniform Local Provisions Regulation 8. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**

1. Local Government Act 1995 Delegations

CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.11 Public Thoroughfare – Dangerous Excavations

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.

1. Local Government Act 1995 Delegations

	c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.3 – Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.12 Crossing – Construction, Repair and Removal

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r,12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)]. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

1. Local Government Act 1995 Delegations

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* Refer also Delegation 1.4.1 under the *Template Activities in Thoroughfares and Public Places and Trading Local Law* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.13 Private Works on, over or under Public Places

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: r.17 Private works on, over, or under public places – Sch.9.1 cl.
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)]. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**

1. Local Government Act 1995 Delegations

CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.14 Works Required for Supply of Gas or Water

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption} This Delegation is rarely applicable as Local Governments are not generally responsible for supply of gas or water. Delete the Delegation if not applicable to your Local Government's operations.*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	**Local Government Act 1995:** s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.20(1) Works required for supply of gas or water — Sch. 9.1 cl. 11
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Where the Local Government is responsible for supplying water or gas, Authority, to carry out works that are necessary for the purpose of providing, maintaining or modifying the supply system [ULP r.20(1)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Works may only be undertaken where there is an approved budget allocation. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

1. Local Government Act 1995 Delegations

Version Control:

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1. Local Government Act 1995 Delegations

1.2.15 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption} The powers under ULP Regulation 21(1) (relate specifically to impact on local government property) differ from the powers of an authorised person to issue noticed under s.3.25, which relate to nuisance / risk impacts on any land.*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) 1996*: r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give notice to a land owner / occupier if it is considered that clearing the owner / occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift *[ULP r.21(1)]*.
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.16 Expressions of Interest for Goods and Services

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Council Conditions on this Delegation:	a. Expressions of Interest may only be called where there is an adopted budget for the proposed goods or services. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures WALGA Subscription Service – Procurement Toolkit Council Policy [insert ref #] Purchasing Policy <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

1. Local Government Act 1995 Delegations

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.17 Tenders for Goods and Services – Call Tenders

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*

WALGA Template Purchasing Policy
This Delegation is drafted to align with the WALGA Template Purchasing Policy.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.11(1), (2) When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to call tenders [F&G r.11(1)]. 2. Authority to invite tenders although not required to do so [F&G r.13]. 3. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 4. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 5. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14(5)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget where : i. the proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; or ii. a current supply contract expiry is imminent; and iii. the value of the proposed new contract has been included in the draft Annual Budget proposed for adoption, and

1. Local Government Act 1995 Delegations

	iv. the tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures WALGA Subscription Service – Procurement Toolkit Council Policy [insert ref #] Purchasing Policy <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

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1. Local Government Act 1995 Delegations

1.2.18 Tenders for Goods and Services – Accepting and Rejecting Tenders; Varying Contracts; Exercising Contract Extension Options

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*

Varying a Contract with a Successful Tenderer *Functions and General Regulation 21A (and its delegation or sub-delegation) enables contract variations after a contract has been formed with a successful tenderer.*

*Making, varying or discharging contracts formed through procurement under the adopted Purchasing Policy or a tender exempt process (i.e. other than a tender), are **NOT** subject to F&G r.21A.*

Section.9.49B applies to contracts generally and requires that any person making decisions to make, vary or discharge a contract, must do so under the authority of the Local Government. Meaning there must either be; an express Council resolution enabling the CEO to administer the contract OR a contract matter determined under delegation OR the contract is operational in nature and may be administered by the CEO (or officers by Acting Through).

It is recommended that the Council set principles and limitations applicable to the administration of all contract variations (whether the contract was established by tender or not) by either:

- *Adopting a Contract Variations policy, which prescribes the principles and limitations by which the Local Government's Administration may determine appropriate variations; OR*
- *Including an additional resolution, made at the time of a resolution to form a contract, authorising the CEO to negotiate and administer variations within described limitations i.e. The CEO is authorised to negotiate minor contract variations to an aggregated value of not more than 5% of the total contract value of $000,000, with any variations beyond this limitation being referred for Council decision.*

Contract Management
The CEO may assign operational contract management responsibilities via position descriptions or documented procedures.

Exercising Contract Extension Options
The Office of the Auditor General (OAG) Report 'Local Government Contract Extensions and Variations' dated 4 May 2020 identified risks where Local Governments do not sufficiently manage and review performance of contractors throughout a contract and / or where this information is not adequately considered before a contract extension option is exercised.

This OAG Report included recommendation 1(e):

(e) improve review processes relating to contract extensions, including timely and documented reviews of contractor performance before exercising contract extension options.

WALGA Template Purchasing Policy
This Delegation is drafted to align with the WALGA Template Purchasing Policy.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.11(2)(j) Exercising contract extension options r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders

1. Local Government Act 1995 Delegations

	r.20(1), (2), (3) Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&G.r.18(2)]. 2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 3. Authority to assess, by written evaluation, tenders that have not been rejected, to determine: i. The extent to which each tender satisfies the criteria for deciding which tender to accept; and ii. To accept the tender that is most advantageous within the $<<value>> detailed as a condition on this Delegation [F&G r.18(4)]. 4. Authority to decline to accept any tender [F&G r.18(5)]. 5. Authority to accept the next most advantageous tender if, within 6-months of accepting a tender, a contract has not been entered into OR the local government and the successful tenderer agree to terminate the contract [F&G r.18(6) & (7)]. 6. Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations before entering into a contract [F&G r.20(1) and (3)]. 7. Authority to choose the next most advantageous tender to accept, if the chosen tenderer is unable or unwilling to form a contract to supply the varied requirement OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer [F&G r.20(2)]. 8. Authority to vary a tendered contract, after it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract or increase the contract value beyond ≪xx%≫ or to a maximum of <<$value>> whichever is the lesser value [F&G r.21A(a)]. 9. Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j).
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Exercise of authority under F&G.r.18(2) requires consideration of whether or not the requirements as

1. Local Government Act 1995 Delegations

	specified in the invitation to tender have been expressed as mandatory and if so, discretion may not be capable of being exercised – consider process contract implications. b. In accordance with s.5.43(b), tenders may only be accepted under this delegation, where: i. The total consideration under the resulting contract is $<<value>> or less; ii. The expense is included in the adopted Annual Budget; and iii. The tenderer has complied with requirements under F&G r.18(2) and (4). c. A decision to vary a tendered contract before entry into the contract *[F&G r.20(1) and (3)]* must include evidence that the variation is minor in comparison to the total goods or services that tenderers where invited to supply. d. A decision to vary a tendered contract after entry into the contract *[F&G r.21A(a)]* must comply with the adopted <<Council Policy 'Contract Variations'>> and must include evidence that the variation is necessary and does not change the scope of the contract. e. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(j) **and** that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term. f. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures WALGA Subscription Service – Procurement Toolkit Council Policy [insert ref #] Purchasing Policy

1. Local Government Act 1995 Delegations

	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.19 Tenders for Goods and Services - Exempt Procurement

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*

WALGA Template Purchasing Policy
This Delegation is drafted to align with the WALGA Template Purchasing Policy.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.11(2) When tenders have to be publicly invited (*exemptions*)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is expected to be included in the adopted Annual Budget [F&G.r.11(2)]. 2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine to contract directly with a suitable supplier [F&G r.11(2)(f)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Tender exempt procurement under F&G.r.11(2) may only be approved where the total consideration under the resulting contract is expected to be less than the maximum $value specified for the following categories:

Category	Maximum Value for individual contracts
WALGA Preferred Supplier Program *[F&G.r.11(2)(b)]*	<<$value>>
Goods or services obtained through the Government of the State or Commonwealth or any of its agencies, or by a local government or regional local government *[F&G.r.11(2)(e)]*	<<$value>>
Goods or services that are determined to be unique so that it is unlikely that there is more than one supplier in accordance with	<<$value>>

1. Local Government Act 1995 Delegations

delegation condition (b.) specified below *[F&G.r.(2)(f)]*	
Supply of petrol, oil or any other liquid or gas used for internal combustion engines *[F&G.r.11(2)(g)]*	<<$value>>
Goods or services supplied by a person registered on the Aboriginal Business Directory WA OR Indigenous Minority Supplier Office Limited (T/as Supply Nation) AND where satisfied that the contract represents value for money. *[F&G.r.11(2)(h)]*	<$250,000* **as specified in F&G.r.11(2)(h)(ii)*
Goods or services supplied by an Australian Disability Enterprise *[F&G.r.11(2)(i)]*	<<$value>>

b. Tender exempt procurement under F&G r.11(2)(f) may only be approved where a record is retained that evidences:

   i. A detailed specification;
   ii. The outcomes of market testing of the specification;
   iii. The reasons why market testing has not met the requirements of the specification;
   iv. Rationale for why the supply is unique and cannot be sourced through other suppliers; and
   v. The expense is included in the adopted Annual Budget.

c. Where the total consideration of a Tender Exempt procurement contract exceeds the $value delegated above, the decision is to be referred to Council.

d. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

1. Local Government Act 1995 Delegations

	Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures WALGA Subscription Service – Procurement Toolkit Council Policy [insert ref #] Purchasing Policy <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.20 Panels of Pre-Qualified Suppliers for Goods and Services

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption} This Delegation* ***cannot*** *be made unless the Council has adopted a Policy (Panels of Pre-Qualified Suppliers) in accordance with Functions and General Regulation 24AC.*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Functions and General) Regulation 1996*: r.24AB Local government may establish panels of pre-qualified suppliers r.24AC(1)(b) Requirements before establishing panels of pre-qualified suppliers r.24AD(3) & (6) Requirements when inviting persons to apply to join panel of pre-qualified suppliers r.24AH(2), (3), (4) and (5) Rejecting and accepting applications to join panel of pre-qualified suppliers
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine that a there is a continuing need for the goods or services proposed to be provided by a panel of pre-qualified suppliers [F&G r.24AC(1)(b)]. 2. Authority to, before inviting submissions, determine the written criteria for deciding which application should be for inclusion in a panel of pre-qualified suppliers should be accepted [F&G r.24AD(3)]. 3.. Authority to vary panel of pre-qualified supplier information after public notice inviting submissions has been given, taking reasonable steps to each person who has enquired or submitted an application is provided notice of the variation [F&G r.24AD(6)]. 4. Authority to reject an application without considering its merits, where it was submitted at a place and within the time specified, but fails to comply with any other requirement specified in the invitation [F&G r.24AH(2)]. 5. Authority to assess applications, by written evaluation of the extent to which the submission satisfies the criteria for deciding which applicants to accept, and decide which applications to accept as most advantageous [F&G r.24AH(3)]. 6. Authority to request clarification of information provided in a submission by an applicant [F&G r.24AH(4)]. 7. Authority to decline to accept any application [F&G r.24AH(5). 8. Authority to enter into contract, or contracts, for the supply of goods or services with a pre-qualified supplier, as part of a panel of pre-qualified suppliers for those particular goods or services [F&G r.24AJ(1)].

1. Local Government Act 1995 Delegations

Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.5.43, panels of pre-qualified suppliers may only be established, where the total consideration under the resulting contract is $<<value>> or less and the expense is included in the adopted Annual Budget. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures WALGA Subscription Service – Procurement Toolkit Council Policy <<insert ref #>> Purchasing Policy Council Policy <<insert ref #>> Pre-Qualified Supplier Panels <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.21 Application of Regional Price Preference Policy

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption} This Delegation* ***cannot*** *be made unless the Council has adopted a Policy (Regional Price Preference) in accordance with Functions and General Regulation 24E.*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Functions and General) Regulations 1996::* r.24G Adopted regional price preference policy, effect of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to decide when not to apply the regional price preference policy to a particular future tender [F&G r.24G].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Check with Procurement Team re potential conditions. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Council Policy <<insert ref #>> Regional Price Preference <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.22 Disposing of Property

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Local Governments are encouraged to adopt Council Policy for Disposal of Property, as a pre-requisite to this Delegation. The Policy should align with the Local Government's Asset Management Plan and detail 'Exempt Disposals" under F&G r.30, establishing principles for identifying property for disposal and the approved methods of disposal appropriate to each circumstance. ***Note*** *- s.3.57 tender requirements do not apply to the Disposal of Property under s.3.58. (s.3.57 applies only to "contracts … under which another person is to supply goods or service).*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.58(2) & (3) Disposing of Property
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to dispose of property to: (a) the highest bidder at public auction [s.3.58(2)(a)]. (b) the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)] 2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required. b. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of $<<value>> or less. c. When determining the method of disposal: • Where a public auction is determined as the method of disposal: ○ Reserve price has been set by independent valuation. ○ Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. • Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable

1. Local Government Act 1995 Delegations

	price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method.
	• Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to:
	  ○ Negotiate the sale of the property up to a -10% variance on the valuation; and
	  ○ Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded.
	d. Where the market value of the property is determined as being less than $20,000 (F&G r.30(3) excluded disposal) may be undertaken:
	• Without reference to Council for resolution; and
	• In any case, be undertaken to ensure that the best value return is achieved however, where the property is determined as having a nil market value then, as a minimum, the disposal must ensure environmentally responsible disposal.
	e. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – s.3.58 Disposal of Property *Local Government (Functions and General) Regulations 1995* – r.30 Dispositions of property excluded from Act s. 3.58 Council Policy <<insert ref #>> Disposal of Property <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

1. Local Government Act 1995 Delegations

1.2.23 Payments from the Municipal or Trust Funds

GUIDANCE NOTE *{Delete prior to finalising the Register for Council adoption}*

The Difference between Incurring Liabilities and Making Payments

The following information will assist in understanding the legislative framework that informs:

- ***Incurring a Liability*** *as a procedural matter subject to CEO authorisations; and*
- ***Making Payments*** *as an express (written) statutory power which is capable of being delegated:*

Incurring Liabilities (Procedures and Administrative Authorities)

Incurring liabilities is not described in the Local Government Act or Regulations as an express power or duty, rather it is only described as a requirement for the Local Government and the CEO to control by developing "systems and procedures" [see FM Regs 5 and 11].

Incurring liabilities is therefore not an express (written) power or duty which is capable of being delegated.

Therefore the CEO must establish systems and written procedures which give effect to compliance with legislation and purchasing policy and provide appropriate internal controls and risk mitigation for incurring liabilities.

- *Issuing a Requisition – the Requisition is only a proposal to purchase (FM Regs 5 & 11), describing the goods or services required to enable a decision to issue a Purchase Order. It does not incur a liability as the goods / services may only be provided on the basis of an appropriately issued Purchase Order. Administrative Procedures should establish which positions are authorised to issue Requisitions.*

  A decision to issue a requisition and therefore Purchase Order, is informed by other, previous Council decisions, for example – the Budget adopted by Council, Council decisions to approve projects or implement policies. If, the Act or Regulations were drafted to require a Council decision to issue a Requisition or Purchase Order (with potential for these decisions to be delegated), then it would open up the ability for those previous Council decisions to be circumvented by a decision to issue or not issue a Requisition or Purchase Order. The decision to incur a liability is in fact and in operation a method of implementing a Council decision and therefore accords with the CEO's duties under s.5.41(c) to cause council decisions to be implemented.

- *Issuing a Purchase Order – The Purchase Order, creates a contract between the supplier and the Local Government. It incurs a liability (FM Regs.5 & 11), provided that the goods or services are ultimately supplied in accordance with the requirements specified in the purchase order. Administrative procedures should establish which positions are authorised to issue Purchase Orders, with pre-requisite requirements for a Purchase Order to only be issued, where due diligence confirms:*
  - *Compliance with the Purchasing Policy*
  - *The committal value of the Purchase Order is within an appropriate and available budget allocation.*
  - *The proposed goods / services are within the scope of implementing a Council decision either specific or generally.*

- *Using a Credit or Transaction Card (store card, fuel card or corporate credit card) – Transaction Cards are a method of incurring a liability, with the goods or services received and a monthly statement provided to the Local Government for acquittal (verification of a liability) on a monthly basis. Procedures should prescribe the positions which are authorised to used Transaction Cards*

1. Local Government Act 1995 Delegations

and the limits and obligations for use for their use when incurring liabilities and the requirements for acquittal of statements to enable payment.

- *Verification of a Liability*
  - *Goods / Services Received – A record that evidences that the goods or services have been received in accordance with the Purchase Order.*
  - *Verification of Invoice – the charges align with the accepted quote or the contracted schedule of rates as relevant, which have been checked against the record of goods / services received.*
  - *Verification of Transaction Card Statements – transactions accord with the card holder limits and conditions, transactions are for a proper purpose (not personal) and the goods / services obtained are within the scope of implementing a Council decision either specific or generally.*

An element of the Internal Controls is the requirement to separate roles between incurring liabilities and making payments. Meaning that a person who has responsibility for incurring a liability should not also be responsible for verifying the liability or approving the relevant payment.

In addition, Council through its Audit Committee, may form an opinion as to its satisfaction the procedures prepared in accordance with FM 11, when it undertakes the review of Internal Controls in accordance with Audit Reg. 17(1)(b).

Making Payments (Delegated Authority)

*Financial Management Reg.12(1)(a) prescribes the ability for the Council to delegate to the CEO its power to make payments from the Municipal or the Trust Fund. Financial Management Reg.13 prescribes the procedural matters that the CEO must comply with **if** the power to make payments is delegated.*

Making a Payment - A Payment can only be made, where an opinion has been formed (delegated authority decision FM Reg12(1)(a)) that the goods or services specified in the Purchase Order have been satisfactorily received.

***Procedural Reviews** – Whilst the Audit Regulations [r.17(1)(b) & (2)] require the CEO to review procedures and report the outcomes of the review to the Audit Committee at least once in every 3-financial years. WALGA recommends in the conditions on this delegation that the review occur annually, as a method of ensuring rigorous oversight and in preparation for Performance Auditing.*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Financial Management) Regulations1996*: r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to make payments from the municipal or trust funds [r.12(1)(a)].

1. Local Government Act 1995 Delegations

Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Authority to make payments is subject to annual budget limitations. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* 1. Delegates must comply with the Procedures approved by the CEO in accordance with Financial Management Regulation 5. 2. Payments by Cheque and EFT transactions must be approved jointly by two Delegates, one of whom must be the <<CEO, Director Corporate Services (senior positions only)>>. 3. Delegates that approve the payment must not verify the liability. The verification of incurring the liability via the purchase order, invoice and evidence of goods / service received, must be undertaken independent of the payment approval. 4. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* *Local Government (Financial Management) Regulations 1996* - refer specifically r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. *Local Government (Audit) Regulations 1996* Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards Department of Local Government, Sport and Cultural Industries: Accounting Manual <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

1. Local Government Act 1995 Delegations

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.24 Defer, Grant Discounts, Waive or Write Off Debts

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Council must determine conditions that apply to granting a concession in accordance with s.6.12(3). Conditions included below are for example purposes only. Council should also determine conditions and $≪value≫ limits scaled to the Local Government's size and operational needs.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.12 Power to defer, grant discounts, waive or write off debts
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Waive a debt which is owed to the <<Shire/Town/City>> [s.6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the <<Shire/Town/City>> [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the <<Shire/Town/City>> [s.6.12(1)(c)]
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Write-off a rates or service charge debt up to <<value>> in accordance with the Financial Hardship Policy [s.6.12(1)(c) &(2)]. b. A debt may only be waived where: i. <<insert limitations as appropriate i.e. only to charitable or not for profit community groups / in accordance with Policy XX>> c. A concession may only be granted where: i. <<insert limitations as appropriate i.e. only to charitable or not for profit community groups / in accordance with Policy XX>> d. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the <<Shire/Town/City>>. i. Limited to individual debts valued below $<<value>> or cumulative debts of a debtor valued below $<<value>>. Write off of debts greater than these values must be referred for Council decision. e. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

1. Local Government Act 1995 Delegations

Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* 1. <<second line manager>> may only waive fees and charges related to their operational responsibilities and where such waiver is to rectify a service failure on the part of the <<Shire/Town/City>> limited to a value less than $<<value>> per customer within a financial year. 2. <<first line manager>> may waive fees and charges related to their operational responsibilities where such waiver is either to: i. rectify a service failure on the part of the <<Shire/Town/City>> limited to a value less than $<<value>> per customer within a financial year; or ii. assist a not for profit community group or charitable entity in fulfilling a service, social or cultural outcome within the <<Shire/Town/City>>. 3. Concessions may only be granted where the debtor is <<insert condition / limitation as appropriate>>. 4. <<first line manager>> may only write off debts limited to a value of less than $<<value>> per debtor within a financial year. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Collection of Rates Debts – refer Delegations: <<insert Ref #>> Agreement as to Payment of Rates and Service Charges <<insert Ref #>> Recovery of Rates or Service Charges <<insert Ref #>> Recovery of Rates Debts – Require Lessee to Pay Rent <<insert Ref #>> Recovery of Rates Debts – Actions to Take Possession of the Land <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.25 Power to Invest and Manage Investments

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
It is important for the Council and the CEO to develop conditions and limitations on this Delegation as a method of ensuring appropriate oversight and to reduce risk arising from overexposure in any market. In addition, whilst the Audit Regulations [r.17(1)(b) & (2)] require the CEO to review procedures and report the outcomes of the review to the Audit Committee at least once in every 3 financial years, WALGA recommends a conditions on this delegation requiring annual review as a method of providing rigorous oversight and preparedness for audits.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.14 Power to invest *Local Government (Financial Management) Regulations 1996*: r.19 Investments, control procedures for
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)]. 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. All investment activity must comply with the Financial Management Regulation 19C and Council Policy <<XX – Investments>>. b. A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports. c. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. d. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once within every 3 financial years. [Audit r.17] e. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

1. Local Government Act 1995 Delegations

Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* 1. A decision to invest must be jointly confirmed by two Delegates. 2. Investment decisions are limited to a maximum of $<<value>> per transaction on the short-term money market and up to a value of $<<value>> per transactions for other markets. 3. Where exposure to a single market or investment type will exceed $<<value>>, the decision must be referred to the CEO. 4. <<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Financial Management) Regulations 1996* – refer r.19C Investment of money, restrictions on (Act s.6.14(2)(a)) Council Policy XX - Investments <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.26 Rate Record Amendment

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.39(2)(b) Rate record
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Delegates must comply with the requirements of s.6.40 of the Act. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – s.6.40 prescribes consequential actions that may be required following a decision to amend the rate record. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.2.27 Agreement as to Payment of Rates and Service Charges

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
WALGA recommends a Financial Hardship and Rate Collection Policy is adopted to provide principles for consistency, fairness and equity in decisions affecting collection of overdue rates and service.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.49 Agreement as to payment of rates and service charges
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Decisions under this delegation must comply with Council Policy <<# Rates Collection / Financial Hardship> Policy>. b. Agreements must be in writing and, subject to the Council Policy <<# Rates Collection / Financial Hardship> Policy>, must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Council Policy <<# Rates Collection / Financial Hardship> Policy> <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

1. Local Government Act 1995 Delegations

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

1. Local Government Act 1995 Delegations

1.2.28 Determine Due Date for Rates or Service Charges

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.50 Rates or service charges due and payable
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine the date on which rates or service charges become due and payable to the <<Shire/Town/City>> [s.6.50].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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1. Local Government Act 1995 Delegations

1.2.29 Recovery of Rates or Service Charges

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
WALGA recommends a Financial Hardship and Rate Collection Policy is adopted to provide principles for consistency, fairness and equity in decisions affecting collection of overdue rates and service.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.56 Rates or service charges recoverable in court s.6.64(3) Actions to be taken
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)]. 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy <<# Rates Collection / Financial Hardship> Policy>. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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1. Local Government Act 1995 Delegations

1.2.30 Recovery of Rates Debts – Require Lessee to Pay Rent

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
WALGA recommends a Financial Hardship and Rate Collection Policy is adopted to provide principles for consistency, fairness and equity in decisions affecting collection of overdue rates and service.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.60 Local Government may require lessee to pay rent
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the <<Shire/Town/City>> [s.6.60(2)]. 2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy <<# Rates Collection / Financial Hardship> Policy>. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – refer sections 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s.6.60. Council Policy <<# Rates Collection / Financial Hardship> Policy> <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>

1. Local Government Act 1995 Delegations

1.2.31 Recovery of Rates Debts - Actions to Take Possession of the Land

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
WALGA recommends a Financial Hardship and Rate Collection Policy is adopted to provide principles for consistency, fairness and equity in decisions affecting collection of overdue rates and service.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.64(1) Actions to be taken s,6.69(2) Right to pay rates, service charges and costs, and stay proceedings s.6.71 Power to transfer land to Crown or local government s.6.74 Power to have land revested in Crown if rates in arrears 3 years
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to take possession of land and hold the land against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years [s.6.64(1)], including: i. lease the land, or ii. sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: I. cause the land to be transferred to the Crown [s.6.71 and s.6.74]; or II. cause the land to be transferred to the <<Shire/Town/City>> [s.6.71]. 2. Authority to agree terms and conditions with a person having estate or interest in land and to accept payment of outstanding rates, service charges and costs within 7 days of and prior to the proposed sale [s.6.69(2)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Decisions under this delegation must comply with Council Policy <<# Rates Collection / Financial Hardship> Policy>. b. In accordance with s.6.68(3A), this delegation cannot be used where a decision relates to exercising a power of sale <u>without having</u>, within the previous 3-years attempted to recover the outstanding rates / changes through a court under s.6.56, as s.6.68(3A) requires that the reasons why court action has not been pursued must be recorded in Council Minutes.

1. Local Government Act 1995 Delegations

	c. Exercise of this delegation must comply with the procedures set out in Schedule 6.3 of the *Local Government Act 1995.* d. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – Part 6, Division 6 Subdivision 6 and Schedule.6.3 prescribe procedures relevant to exercise of authority under this delegation. *Local Government (Financial Management) Regulations 1996* – regulations 72 – 78 prescribe forms and procedures relevant to exercise of authority under this delegation. Council Policy <<# Rates Collection / Financial Hardship> Policy> <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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1. Local Government Act 1995 Delegations

1.2.32 Rate Record – Objections

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.76 Grounds of objection
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)]. 2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. A delegate who has participated in any matter contributing to a decision related to the rate record, which is the subject of a Rates Record Objection, must NOT be party to any determination under this Delegation. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>

1. Local Government Act 1995 Delegations

1.2.33 Renewal or Extension of Contracts during a State of Emergency

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
These powers may only be exercised when a State of Emergency Declaration (made under section 56 of the Emergency Management Act 2005) is in force and applies to all or part of the Local Government district.

This Delegation is only relevant where an original contract formed through a public tender does not include a provision for the renewal or extension of the contract (or all such contract renewal or extension options have previously been exhausted) OR the renewal or extension of the contract results in a total value over $250 000, which would otherwise require tenders to be called. The contract must be due to expire within 3 months. Contracts entered into through mechanisms other than a tender, and with a value under the tender threshold, may be renewed or extended using standard contract management mechanisms.

This Delegation is drafted to align with the ***WALGA Template Purchasing Policy****.*

Sub-delegation of this authority is not recommended. Therefore this Delegation has been drafted to include an example condition preventing further delegation.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* Regulation 11 'When tenders have to be publicly invited' Tender exemption under subregulation 11(2)(ja)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority, only to be exercised when a State of Emergency declaration is in force and applies to all or part of the District, to execute a renewal or extension to the term of a contract that will expire within 3 months, for a term of not more than 12 months from the original expiry date, without calling for tenders [F&G r.11(2)(ja)]. This authority relates to: • contracts not formed through a public tender, where the total value of the original term and the proposed extension or renewal exceeds $250 000, and • contracts formed through a public tender.
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.*

1. Local Government Act 1995 Delegations

	a. The authority to apply the renewal or extension option may be exercised where one or more of the following principles applies: i. It is exercised at the sole discretion of the Local Government; ii. It is in the best interests of the Local Government; iii. It is deemed necessary to facilitate the role of Local Government in relation to the State of Emergency declaration; iv. It has potential to promote local and/or regional economic benefits. b. This authority may only be exercised where the total consideration for the renewal or extension is $<<value>> or less. c. Contracts may only be renewed or extended where there is an adopted and available budget for the proposed goods and services, OR where the expenditure from an alternative available budget allocation has been authorised in advance by the Mayor or President (i.e. before the expense is incurred) in accordance with LGA s.6.8(1)(c). d. The decision to extend or renew a contract must be made in accordance with the objectives of the Purchasing Policy. e. This authority may only be exercised where the total consideration under the resulting contract is $<<value which is over $250,000>> or less. f. The CEO cannot sub-delegate this authority. g. <<Council has discretion to determine any additional conditions / limitations applicable to the use of delegated powers or duties>>

Compliance Links:	Local Government (Functions and General) Regulations 1996 WALGA Subscription Service – Procurement Toolkit Council Policy [insert ref #] Purchasing Policy <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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1. Local Government Act 1995 Delegations

1.2.34 Procurement of Goods or Services required to address a State of Emergency

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
These powers may only be exercised when a State of Emergency Declaration (made under section 56 of the Emergency Management Act 2005) is in force and applies to all or part of the Local Government District.

It is recommended that the Council consider what additional conditions and/or policy guidance may be required to enable the delegate to respond to emergency requirements, whilst ensuring the Council retains oversight that is appropriate in the circumstances.

This Delegation is drafted to align with the ***WALGA Template Purchasing Policy****, which includes adapted requirements for emergency procurement. If the Local Government's Purchasing Policy does not deal with emergency procurement it may not be possible to fully comply with the Policy, and this Delegation may need to be amended to require substantial or reasonable compliance.*

Sub-delegation of this authority is not recommended. Therefore this Delegation has been drafted to include an example condition preventing further delegation.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* Regulation 11 'When tenders have to be publicly invited' Tender exemption under subregulation 11(2)(aa) Associated definition under subregulation 11(3)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority, only to be exercised when a State of Emergency declaration is in force and applies to all or part of the District, to: 1. Determine that particular goods or services with a purchasing value >$250,000 are required for the purposes of addressing the impact, consequences or need arising from the hazard to which the State of Emergency declaration relates [F&G r11(3)(b)]; and 2. Undertake tender exempt purchasing activity to obtain the supply of those goods or services identified in accordance with point 1 above [F&G r.11(2)(aa)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. This authority may only be exercised where the goods or services are urgently required, and it is not possible for Council to meet within an appropriate timeframe.

1. Local Government Act 1995 Delegations

	b. Compliance with the Purchasing Policy is required, but only to the extent that such compliance will not incur an unreasonable delay in providing the required urgent response to the State of Emergency hazard. The rationale for non-compliance with Purchasing Policy must be evidenced in accordance with the Record Keeping Plan. c. Where a relevant budget allocation is not available and a purchase is necessary in response to a State of Emergency, the expenditure from an alternative available budget allocation must be authorised in advance by the Mayor or President (i.e. before the expense is incurred) in accordance with LGA s.6.8. d. The CEO is to inform Council Members after the exercise of this delegation, including details of the contract specification, scope and purchasing value and the rationale for determining that the goods or services were urgently required in response to the State of Emergency declaration. e. The CEO cannot sub-delegate this authority. f. <<Council has discretion to determine any additional conditions / limitations applicable to the use of delegated powers or duties>>

Compliance Links:	Local Government (Functions and General) Regulations 1996 WALGA Subscription Service – Procurement Toolkit Council Policy [insert ref #] Purchasing Policy <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3 CEO to Employees

1.3.1 Determine if an Emergency for Emergency Powers of Entry

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.34(2) Entry in emergency
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine on behalf of the CEO that an emergency exists for the purposes of performing local government functions [s.3.34(2)].
CEO Conditions on this Delegation:	a. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.2 Determine and Manage Conditions on Approvals to Obstruct a Public Thoroughfare

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.6(4)(d) Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	When determining to grant permission to obstruct a public footpath or thoroughfare under Delegated Authority 1.2.9: 1. Authority to determine the sum sufficient to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [ULP r.6(4)(d)]]. 2. Authority to determine the requirements for protective structures, during such time as it is considered necessary for public safety and convenience [ULP r.6(5)(b). 3. Authority to determine and require in writing, that the person granted permission to obstruct a public thoroughfare repair damage caused by things placed on the thoroughfare and authority to determine if such repairs are to the satisfaction of the local government [ULP r.6(5)(d)].
CEO Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.9 Obstruction of Footpaths and Thoroughfares. b. Actions under this Delegation must comply with the procedural requirements detailed in *the Local Government (Uniform Local Provisions) Regulations 1996*. c. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	This delegated authority is effective only in alignment with Delegated Authority 1.2.9 Obstructions of Footpaths and Thoroughfares.

1. Local Government Act 1995 Delegations

	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government (Uniform Local Provisions) Regulations 1996 Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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1. Local Government Act 1995 Delegations

1.3.3 Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	Local Government (Uniform Local Provisions) Regulations 1996: r.11(6)(c) and (7)(c) Dangerous excavation in or near public thoroughfare – Sch. 9.1 cl.6
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	When determining to grant permission to for a dangerous excavation under Delegated Authority 1.2.12: 1. Authority to determine, as a condition of granting permission, the sum sufficient to deposit to cover the cost of repairing damage to the public thoroughfare or adjoining land resulting from the excavation or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.11(6)(c)]. 2. Authority to determine, as a condition of granting permission, requirements for protective structures and for the protective structures to be maintained and kept in satisfactory condition necessary for public safety and convenience [r.11(7)(c)]. 3. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily.
CEO Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.12 Public Thoroughfares – Dangerous Excavations. b. Actions under this Delegation must comply with the procedural requirements detailed in *the Local Government (Uniform Local Provisions) Regulations 1996*. a. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

1. Local Government Act 1995 Delegations

	This delegated authority is effective only in alignment with Delegated Authority 1.2.12 Public Thoroughfares – Dangerous Excavations. Local Government (Uniform Local Provisions) Regulations 1996 Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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1. Local Government Act 1995 Delegations

1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.17(5)(b) and r.17(6)(c) Private works on, over, or under public places — Sch. 9.1 cl. 8
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine, as a condition of granting permission for Private Works in Public Places, the sum sufficient to deposit with the Local Government to cover the cost of repairing damage to the public thoroughfare or public place resulting from the crossing construction, on the basis that the Local Government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.17(5)(b)]. 2. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily. [r.17(6)(c)].
CEO Conditions on this Delegation:	a. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. This delegated authority is effective only in alignment with Delegated Authority 1.2.14 Private Works on, over or under Public Places <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.5 Appoint Persons (other than employees) to Open Tenders

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Functions and Genera) Regulations 1996*: r.16(3) Receiving and opening tenders, procedure for
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint one person (other than employees) to be present with an employee of the Local Government to open tenders, when two employees are unable to attend then tender opening [F&G r.16(3)].
CEO Conditions on this Delegation:	a. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.6 Electoral Enrolment Eligibility Claims and Electoral Roll

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.4.32(4), (5A) & (5) Eligibility to enrol under s.4.30, how to claim s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election *Local Government (Elections) Regulations 1995*: r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 r.13(2) & (4)Register - s.4.32(6)
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)]. 2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)]. 3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.3.42(5A)]. 4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)]. 5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their families safety at risk [Elections r.13(2)]. 6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)]. 7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34]. 8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination. 9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)]. 10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day

1. Local Government Act 1995 Delegations

	which is less than 100 days since the last election day [s.4.37(3)].
CEO Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7). b. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Sport and Cultural Industries: Returning Officer Manual <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.7 Destruction of Electoral Papers

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Elections) Regulations 1996*: r.82(4) Keeping election papers – s4.84(a)
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [Elect. r.82(4)].
CEO Conditions on this Delegation:	a. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Sport and Cultural Industries: Returning Officer Manual <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.8 Appoint Authorised Persons

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption} NEW CEO Delegation inserted to comply with Act amendments proclaimed in Government Gazette 6 November 2020 (SL 2020/212) giving effect to prescribed amendment from the Local Government Amendment Act 2019.*

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land] s.9.10 Appointment of authorised persons
Delegate:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint persons or classes of persons as authorised persons *[s.3.24 and s.9.10]* for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act i.e. Regulations: (a) *Local Government Act 1995* and its subsidiary legislation, including Local Government Act Regulations, the *Local Government (Miscellaneous Provisions) Act 1960* and Local Laws made under the Local Government Act. (b) *Caravan Parks and Camping Grounds Act 1995*; (c) *Cat Act 2011*; (d) *Cemeteries Act 1986*; (e) *Control of Vehicles (Off-road Areas) Act 1978*; (f) *Dog Act 1976:* (g) *Graffiti Vandalism Act 2016* – refer s.15; and (e) any other legislation prescribed for the purposes of s.9.10 of the *Local Government Act 1995*. 2. Authority to appoint authorised persons for the purposes of section 9.16 of the *Local Government Act 1995,* as a precondition for appointment as authorised officers in accordance with Regulation 70(2) of the *Building Regulations 2012* and section 6(b) of the *Criminal Procedure Act 2004*.
CEO Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for CEO Decision} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. A register of Authorised Persons is to be maintained as a Local Government Record.

1. Local Government Act 1995 Delegations

	b. Only persons who are appropriately qualified and trained may be appointed as Authorised persons. c. <<CEO has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL.*

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Instruments or Certificates of Authorisation – Copies are to be retained on the Authorised Person's personnel file. A record of each Authorisation is to be retained in the Authorised Persons Register, retained as a Local Government Record.

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.9 Information to be Available to the Public

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Administration) Regulations 1996*: r.29(2) &(3) Information to be available for public inspection (Acts s.5.94) r.29B Copies of certain information not to be provided (Act s.5.96) *Local Government Act 1995:* s.9.95(1)(b) & (3)(b) Limits on right to inspect local government information
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine the public right to inspect information, by determining if the information requested relates to a part of a meeting that could have been closed to members of the public but was not [Admin. r.29(2)]. 2. Authority to determine the public right to inspect information in an agenda or minutes, by determining if the information requested would be part of the meeting which is likely to be closed to members of the public [Admin. r.29(3)]. 3. Authority to determine the manner and form by which a person may request copies of rates record information [s.5.94(m)] or owners and occupiers register and electoral rolls [s5.94(s)] and to make the information available, if satisfied, by statutory declaration or otherwise, that the information will not be used for commercial purposes [Admin r.29B]. 4. Authority to determine not to provide a right to inspect information, where it is considered that in doing so would divert a substantial and unreasonable portion of the local government's resources away from its other functions [s5.95(1)(b)]. 5. Authority to determine not to provide a right to inspect information contained in notice papers, agenda, minutes, or information tabled at a meeting, where it is considered that that part of the meeting could have been closed to members of the public but was not closed [s.5.94(3)(b)].
CEO Conditions on this Delegation:	a. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

1. Local Government Act 1995 Delegations

	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.10 Financial Management Systems and Procedures

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
The CEO duties under Financial Management Regulation 5 are a primary and important control for effective financial management and the mitigation of risk. It is recommended that unless the CEO is fulfilling this duty themselves, they delegated authority to ensure the responsibility is clearly assigned. Also, whilst the Audit Regulations [r.17(1)(b) & (2)] requires the CEO to review procedures and report the outcomes of the review to the Audit Committee at least once in every 3 financial years, WALGA recommends as a condition on this delegation that the review occur annually, providing rigorous oversight and in preparedness for audits.

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Financial Management) Regulations 1996*: r.5 CEO's Duties as to financial management
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to establish systems and procedures [FM r.5] that give effect to internal controls and risk mitigation for the: i. Collection of money owed to the <<Shire/Town/City>>; ii. Safe custody and security of money collected or held by the <<Shire/Town/City>>; iii. Maintenance and security of all financial records, including payroll, stock control and costing records; iv. Proper accounting of the Municipal and Trust Funds, including revenue, expenses and assets and liabilities; v. Proper authorisation of employees for incurring liabilities, including authority for initiating Requisition Orders, Purchase Orders and use of Credit and Transaction Cards; vi. Making of payments in accordance with Delegated Authority XXX; vii. Preparation of budgets, budget reviews, accounts and reports as required by legislation or operational requirements.
CEO Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. b. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk

1. Local Government Act 1995 Delegations

	Committee at least once within each 3 financial years. [Audit r.17] c. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* *Local Government (Financial Management) Regulations 1996* *Local Government (Audit) Regulations 1996* Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.11 Audit – CEO Review of Systems and Procedures

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Audit) Regulations 1996*: r.17 CEO to review certain systems and procedures
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to conduct the review of the appropriateness and effectiveness of the <<Shire/Town/City>>'s systems and procedures in relation to i. risk management; and ii. internal controls; and iii. legislative compliance [r.17(1)].
CEO Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Each matter is to be reviewed at least once within every 3 financial years, with a report on each matter to be provided to the Audit and Risk Committee that details the findings, including any identified deficiencies, and actions required. b. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Audit) Regulations 1996* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1. Local Government Act 1995 Delegations

1.3.12 Infringement Notices

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
A Delegate who has been delegated authority to withdraw an infringement must NOT be appointed as an authorised person for the purposes of issuing an infringement notice.

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.19 Extension of Time s.9.20 Withdrawal of Notice *Building Regulations 2012:* Regulation 70(1A), (1), (2) Approved officers and authorised officers
Delegate/s:	**<<insert employee position title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider an owner of a vehicle's submission that the vehicle that is subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)]. 2. Authority to extend the 28-day period within which payment of a modified penalty may be paid, whether or not the period of 28-days has elapsed [s.9.19]. 3. Authority to withdraw an infringement notice within one year after the notice was given, whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].
CEO Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. A delegate who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation. b. Delegation for Dog Act, Cat Act, Parking Local Law, <<insert other relevant Acts / Local Laws>> Infringement Notices is limited to the following listed positions ONLY: (i) **<<insert position title/s>>** (ii) **<<insert position title/s>>** c. The following listed positions are delegated the functions under s.9.19 and s.9.20 only as a <u>precondition for appointment</u> as an "Approved Officer" in accordance with *Building Regulation 70(1)* for the purposes of the *Criminal Procedure Act 2004* section 6(a) and *Building Act 2011* Infringement Notices:: (i) **<<insert position title/s>>**

1. Local Government Act 1995 Delegations

	(ii) **<<insert position title/s>>** *NOTE:* ***Delegates must also be appointed as an "Approved Officer"*** *– appointment to be determined by Council resolution or by a person with delegated authority under delegation 2.1.10.* d. <<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1.4 Local Law Delegations to the CEO

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*

Any decision which has the effect of granting, renewing, varying or cancelling a permission or authorisation under a Local Law is a decision that is subject to Part 9, Division 1 of the Local Government Act (objection and appeal rights – see s.9.1) and can be referred to the State Administration Tribunal. Example Local Law decision include approving, refusing, applying a condition, varying an approval or condition or cancelling a permit.

Such decisions are deemed 'quasi-judicial' and imply substantial scope for decision outcomes to differ on each occasion that a decision is made.

Therefore, as with other legislation, where a discretionary power or duty is assigned in a Local Law to the 'Local Government', the power or duty must be delegated to convey the authority to make decisions.

Local Governments should also check that their standard Local Law permits and advice of refusal of permits include the necessary objection and appeal rights information as required by s.9.4 of the Act.

1.4.1 Infrastructure Control – Template Activities in Thoroughfares and Public Places and Trading Local Law

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*

This Delegation is an <u>EXAMPLE ONLY</u> based upon the WALGA Template Activities in Thoroughfares and Public Places and Trading Local Law. This example may assist Local Governments to draft Local Law delegations in context of their individual Local Law arrangements.

It is recommended that Council adopt a policy (refer cl.7.4 of the Template Local Law) which details the general conditions expected to be applied to Permits, including details of how security deposits against the failure of a permit holder to make good damage to the thoroughfare are to be calculated as well as conditions that ensure the safety of the public and permit holder activity.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Activities in Thoroughfares and Public Places and Trading Local Law*: cl.2.5(2) Removal of redundant crossing cl.2.6 Interpretation – "acceptable material" cl.2.11 Notice to owner or occupier cl.2.15 Assignment of numbers cl.2.17(1) Signs cl.5.3 Declaration of flora road cl.5.5 Signposting of flora roads cl.5.7 Designation of special environmental areas cl.6.18 Obligations of permit holder (Outdoor Eating Facility) cl.7.1 Application for Permit cl.7.2 Decision on application for permit cl.7.3 Conditions which may be imposed on a permit cl.7.5 Compliance with and variation of conditions cl.7.7 Renewal of permit cl.7.8 Transfer of permit cl.7.10 Cancellation of permit cl.9.1 Notice to redirect or repair sprinkler cl.9.2 Hazardous plants

	cl.9.3 Notice to repair damage to thoroughfare cl.9.4 Notice to remove thing unlawfully placed on thoroughfare cl.10.2 Local government may undertake requirements of notice
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	**1. General Activity Control** 1A. Authority, limit to permits subject of this delegation, to: a. determine the form of a permit application [cl.7.1(1)(a)]; b. require an applicant to provide additional information reasonably required to determine the application [cl.7.1(3)]; c. require a permit applicant to give local public notice of the application for a permit [cl.7.1(4)]; d. refuse to consider a permit application which is not in accordance with the application form or fee requirements [cl.7.1(4)]; e. determine the form of the permit [cl.7.2(2)]. 1B. Authority to approve [cl.7.2], renew [c;.7.7], transfer [cl.7.8] refuse [cl.7.2] or cancel [cl.7.10] permits, subject to conditions either prescribed in the Local Law [cl. 7.3] or a Policy adopted under cl.7.4 or determined as appropriate [cl.7.2(4)], limited to: a. Temporary vehicle crossing [cl.2.4(1)] b. Any activity described as requiring a permit under cl.2.2(1); i. dig or otherwise create a trench through or under a kerb or footpath; ii. throw, place or deposit anything on a verge; iii. cause any obstruction to a vehicle or person using a thoroughfare; iv. cause any obstruction to a water channel; v. throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare; vi. damage a thoroughfare; vii. light any fire or burn anything on a thoroughfare other than under a permit issued under cl.5.13; viii. fell any tree onto a thoroughfare; ix. lay pipes under or provide taps on any verge or place or install anything on any part of a thoroughfare; x. provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;

	xi. use or do anything so as to create a nuisance; xii. place or cause to be placed in on a thoroughfare a bulk rubbish container; xiii. interfere with the soil of or anything in a thoroughfare or take anything from a thoroughfare; c. Drive or take a vehicle on a closed thoroughfare [cl.2.19]; d. Erect or place an advertising or directional sign [cl.3.2] e. Use of portable signs [cl.3.4]; f. Erection or placement of an Election Sign on a thoroughfare [cl.3.5]; g. Leave an animal or vehicle in a public place or local government property [cl.4.1(1)]; h. Clear and maintain in a cleared state, the surface of a thoroughfare within 1m of the person's land [cl.5.11]. i. Burn, subject to the *Bush Fires Act 1954*, slash or apply herbicides to part of a thoroughfare to reduce fire hazard, with the method approved to be beneficial to the preservation and conservation of native flora and fauna [cl.5.15] b. Construct firebreaks on a thoroughfare [cl.5.17] 1C. Authority to determine conditions [cl.7.2(4)] to be complied with by a permit holder, and to vary conditions [cl.7.5] 1D. Authority to exempt a person from requiring a permit under cl.2.2(1) [cl.2.2(2)]. **2. Use of Public Places** 2A. Authority to determine conditions of use of a public place and to erect a sign to give effect to that decision [cl.2.17(1)]. **3. Crossings** 3A. Authority to give written notice, requiring an owner or occupier to remove any part or all of a crossing which does not give access to the land and reinstate the kerb, drain, footpath, verge and other thoroughfare infrastructure [cl.2.5(2)]. **4. Thoroughfares and Verges** 4A. Authority to determine and maintain the list of "acceptable materials"' which may be used as a verge treatment to create a hard stand and stable surface [cl.2.6]. 4B. Authority to give notice to an owner or occupier to make good the verge abutting their property, which is in breach of a provision of Verge Treatment requirements [cl.2.11].

	4C. Authority to assign a number to a lot and to assign another number to the lot instead of that previously assigned [cl.2.15]. 4D. Authority to give notice to the owner or occupier of land abutting a thoroughfare to: a. Alter the direction of a sprinkler or other watering equipment [cl.9.1]; b. Remove, cut, move or otherwise deal with a plant that is causing a hazard for any person using a thoroughfare [cl.9.2]; 4E. Authority to give notice to the owner or occupier of land abutting a thoroughfare, or any such person who may be responsible, to: Repair or replace that portion of a thoroughfare, which a person has caused damage to [cl.9.3]; Remove any thing placed in a thoroughfare in contravention of this Local Law [cl.9.4]. 4F. Authority to do the thing specified in a notice, where a person fails to comply with the notice, and recover from the person as a debt, the costs incurred in doing so [cl.10.2]. **5. Flora and Fauna within Thoroughfares** 5A. Authority to declare a flora road and to signpost it, where roadside vegetation is determined as high quality [cl.5.3 and cl.5.5]. 5B. Authority to designate a thoroughfare, or any part of a thoroughfare, as a special environmental area which has protected or rare flora or fauna or has environmental, aesthetic or cultural significance [cl.5.7]. 5C. Authority to approve [cl.7.2], renew [c;.7.7], transfer [cl.7.8] refuse [cl.7.2] or cancel [cl.7.10] Permits, subject to conditions either prescribed in the Local Law [cl. 7.3] or a policy adopted under cl.7.4 or determined as appropriate [cl.7.2(4)], limited to: a. Collecting native flora and / or native flora seeds [cl.5.20]; b. Planting or sowing any plant seeds in a thoroughfare [cl.5.9]. 5D. Authority to determine conditions [cl.7.2(4) and cl.7.8] to be complied with by a permit holder, and to vary conditions [cl.7.5]
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position title/s>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. A register of all special environmental areas must be maintained under cl.5.8 of the *Activities in Thoroughfares and Public Places and Trading Local Law*. Security deposits for Dangerous Excavations and Private Works in Public Places, are a permit condition determined in accordance with Regs 11 and 17 of the *Local Government (Uniform Local Provisions) Regulations 1996* – refer CEO Delegations 1.3.3 and 1.3.4. Crossing permits are approved under Regulations 12 and 13 of the *Local Government (Uniform Local Provisions) Regulations 1996* – refer Delegation 1.2.13 Crossings – Construction, Repair and Removal. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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1.4.2 Trading, Stallholders, Performing and Outdoor Dining – Activities in Thoroughfares and Public Places and Trading Local Law

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*

This Delegation is an EXAMPLE ONLY based upon the WALGA Template Activities in Thoroughfares and Public Places and Trading Local Law. This example may assist Local Governments to draft Local Law delegations in context of their individual Local Law arrangements.

It is recommended that Council adopt a policy (refer cl.7.4 of the Template Local Law) which details the general conditions expected to be applied to Permits, including details of how security deposits against the failure of a permit holder to make good damage to the thoroughfare are to be calculated as well as conditions that ensure the safety of the public and permit holder activity.

Waiving or exempting a person from payment of any fee required to be paid for a stallholder or trader's permit under cl.6.7 of this Local Law must be determined under section 6.12 of the *Local Government Act 1995.*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Activities in Thoroughfares and Public Places and Trading Local Law*: cl.6.6 Conditions of Permit (Stallholders and Traders) cl.6.18 Obligations of permit holder (Outdoor Eating Facility) cl.7.1 Application for Permit cl.7.2 Decision on application for permit cl.7.3 Conditions which may be imposed on a permit cl.7.5 Compliance with and variation of conditions cl.7.7 Renewal of permit cl.7.8 Transfer of permit cl.7.10 Cancellation of permit
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	**1. Permits General** 1A. Authority, limited to the permit types listed below, to: a. determine the form of a permit application [cl.7.1(1)(a)]; b. require an applicant to provide additional information reasonably required to determine the application [cl.7.1(3)]; c. require a permit applicant to give local public notice of the application for a permit [cl.7.1(4)]; d. refuse to consider a permit application which is not in accordance with the application form or fee requirements [cl.7.1(4)]; e. determine the form of the permit [cl.7.2(2)]. **2. Stallholder, Trading and Performing** 2A. Authority to approve [cl.7.2], renew [c;.7.7], transfer [cl.7.8] refuse [cl.7.2] or cancel [cl.7.10] Permits, subject to

	conditions either prescribed in the Local Law [cl.6.6 and cl.7.3] or a policy adopted under cl.7.4 or determined as appropriate, limited to: a. Stallholder [cl.6.2]; b. Trader [cl.6.3]; c. Perform in a public place [cl.6.10]. 2B. Authority to determine conditions [cl.7.2(4)] to be complied with by a permit holder, and to vary conditions [cl.7.5] 2C. Authority to authorise another person, as the permit holder's nominee for a specified period [cl.6.6(2)]. **3. Outdoor Eating Facilities** 3B. Authority to approve [cl.7.2], renew [c;.7.7], transfer [cl.7.8] refuse [cl.7.2] or cancel [cl.7.10] Permits, subject to conditions either prescribed in the Local Law [cl.6.18] or determined as appropriate, for the purposes of an outdoor eating facility [cl.6.16]. 3C. Authority to determine conditions [cl.7.2(4)] to be complied with by a permit holder, and to vary conditions [cl.7.5] 3D Authority to give notice to an outdoor eating facility permit holder requiring them to carry out work [cl.6.18(2)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**<<list position title/s>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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2 Building Act 2011 Delegations

2.1 Council to CEO

2.1.1 Grant a Building Permit

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit *Building Regulations 2012:* r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to grant or refuse to grant a building permit [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and(3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r.23]. i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

2. Building Act 2011 Delegations

Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Building Act 2011* s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit s.17 Uncertified application to be considered by building surveyor *Building Regulations 2012 – r.25 Review of decision to refuse to extend time during which permit has effect (s.32(3)) – reviewable by SAT* *Building Services (Registration Act) 2011* – Section 7 *Home Building Contracts Act 1991* – Part 3A, Division 2 – Part 7, Division 2 *Building and Construction Industry Training Levy Act 1990* *Heritage Act 2018* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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2. Building Act 2011 Delegations

2.1.2 Demolition Permits

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit Building Regulations 2012 r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

2. Building Act 2011 Delegations

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Building Act 2011* s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit *Building Services (Complaint Resolution and Administration) Act 2011* -– Part 7, Division 2 *Building and Construction Industry Training Levy Act 1990* *Heritage Act 2018* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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2. Building Act 2011 Delegations

2.1.3 Occupancy Permits or Building Approval Certificates

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration Building Regulations 2012 r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Building Act 2011* s.59 time for granting occupancy permit or building approval certificate s.60 Notice of decision not to grant occupancy permit or grant building approval certificate

2. Building Act 2011 Delegations

	s.121 Occupancy permits and building approval certificates – application for review by SAT *Building Services (Complaint Resolution and Administration) Act 2011* – Part 7, Division 2 *Building and Construction Industry Training Levy Act 1990* *Heritage Act 2018* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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2. Building Act 2011 Delegations

2.1.4 Designate Employees as Authorised Persons

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)]. NOTE: An *authorised person* for the purposes of sections 96(3) and 99(3) is not an *approved officer* or *authorised officer* for the purposes of Building Reg. 70.
Council Conditions on this Delegation:	a. Decisions under this delegated authority should be in accordance with r.5 of the Building Regulations 2012. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Building Act 2011*: s.97 each designated authorised person must have an identity card. r.5A Authorised persons (s.3) – definition <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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2. Building Act 2011 Delegations

2.1.5 Building Orders

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to make Building Orders in relation to: a. Building work b. Demolition work c. An existing building or incidental structure [s.110(1)]. 2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. 3. Authority to revoke a building order [s.117]. 4. If there is non-compliance with a building order, authority to cause an authorised person to: a. take any action specified in the order ; or b. commence or complete any work specified in the order; or c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. 5. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)]. 6. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the *Building Act 2011*.
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

2. Building Act 2011 Delegations

Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Building Act 2011*: Section 111 Notice of proposed building order other than building order (emergency) Section 112 Content of building order Section 113 Limitation on effect of building order Section 114 Service of building order Part 9 Review - s.122 Building orders – application for review by SAT <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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2. Building Act 2011 Delegations

2.1.6 Inspection and Copies of Building Records

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.131(2) Inspection, copies of building records
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine an application from a n interested person to inspect and copy a building record [s.131(2)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Building Act 2011* - s.146 Confidentiality <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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2. Building Act 2011 Delegations

2.1.7 Referrals and Issuing Certificates

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with Building Regulation 5.

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.145A Local Government functions
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the <<Shire/Town/City>>'s District [s.145A(2)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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2. Building Act 2011 Delegations

2.1.8 Private Pool Barrier – Alternative and Performance Solutions

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Regulations 2012*: r.51 Approvals by permit authority
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority 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 as effectively as if there were compliant with AS 1926.1 [r.51(2)] 2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)] 3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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2. Building Act 2011 Delegations

2.1.9 Smoke Alarms – Alternative Solutions

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Regulations 2012:* r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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2. Building Act 2011 Delegations

2.1.10 Appointment of approved officers and authorised officers

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Regulations 2012:* r.70 Approved officers and authorised officers
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint an approved officer for the purposes of s.6(a) of the *Criminal Procedure Act 2004*, in accordance with Building Regulation 70(1) and (1A). *NOTE: Only employees delegated under s 5.44(1) of the Local Government Act 1995 with power under s 9.19 or 9.20 may be appointed as "approved officers".* 2. Authority to appoint an authorised officer for the purposes of s.6(b) of the *Criminal Procedure Act 2004*, in accordance with Buildiung Regulation 70(2). *NOTE: Only employees appointed under s 9.10 of the Local Government Act 1995 <u>and</u> authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as "authorised officers" for the purposes of Building Regulation 70(2).*
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Building Regulations 2012:* r 70(3) each authorised officer must be issued a certificate of appointment. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

2. Building Act 2011 Delegations

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3 Bush Fires Act 1954 Delegations

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Any reference to CEO in the Bush Fires Act 1954 means the CEO of the Department of Biodiversity, Conservation and Attractions. No powers / duties are assigned to a Local Government CEO in this Act.

3.1 Council to CEO, Mayor and Bush Fire Control Officer

3.1.1 Make Request to FES Commissioner – Control of Fire

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.13(4) Duties and powers of bush fire liaison officers
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to request on behalf of the <<Shire/Town/City>> that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.2 Prohibited Burning Times - Vary

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.17(7) Prohibited burning times may be declared by Minister *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**[President / Mayor] and Chief Bush Fire Control Officer (jointly)**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Decisions under s,17(7) must be undertake jointly by both the [President / Mayor] and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8). b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.3 Prohibited Burning Times – Control Activities

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15]. 2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)]. 4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 6. Authority to recover the cost of measures taken by the <<Shire/Town/City>> or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].

Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.4 Restricted Burning Times – Vary and Control Activities

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.18(5), (11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. 2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. 3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15]. 4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. 5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C].

	6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B]. 7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 8. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 9. Authority to recover the cost of measures taken by the <<Shire/Town/City>> or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.5 Control of Operations Likely to Create Bush Fire Danger

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.27D Requirements for carriage and deposit of incendiary material *Bush Fires Regulations 1954:* r.39C Welding and cutting apparatus, use of in open air r.39CA Bee smoker devices, use of in restricted or prohibited burning times etc. r.39D Explosives, use of r.39E Fireworks, use of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give directions to a Bush Fire Control Officer regarding matters necessary for the prevention of fire arising from: a. a person operating a bee smoker device during a prescribed period [r.39CA(5)]. b. a person operating welding apparatus, a power operated abrasive cutting disc [r.39C(3)]. c. a person using explosives [r.39D(2)]. d. a person using fireworks [r.39E(3) 2. Authority to determine directions or requirements for the carriage and deposit of incendiary materials (hot or burning ash, cinders, hot furnace refuse, or any combustible matter that is burning) [s.27D]. *Note: this authority is also prescribed to a Bush Fire Control Officer, a Bush Fire Liaison Officer or an authorised CALM Act officer*.
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.6 Burning Garden Refuse / Open Air Fires

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25 *Bush Fires Regulations 1954:* r.27(3) Permit, issue of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)]. 2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2)]. a. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)]. b. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plan growing upon any land within the District [r.34]. 3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: a. camping or cooking [s.25(1)(a)]. b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)]. 4. Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)]. 5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].

Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.7 Firebreaks

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.33 Local government may require occupier of land to plough or clear fire-breaks
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the <<Shire/Town/City>>: a. clearing of firebreaks as determined necessary and specified in the notice; and b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c. as a separate or coordinated action with any other person carry out similar actions [s.33(1)]. 2. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)]. a. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.8 Appoint Bush Fire Control Officer/s and Fire Weather Officer

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.38 Local Government may appoint bush fire control officer
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and a. Of those Officers, appoint one as the Chief Bush Fire Control Officer and one as the Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. 2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the <<Shire/Town/City>> [s.38(5A)] 3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)]. a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.9 Control and Extinguishment of Bush Fires

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.46 Bush fire control officer or forest officer may postpone lighting fire
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to prohibit or postpone the lighting of a fire, despite a permit having been issued, where in the opinion of the Delegate the lighting of a fire would be or become a source of danger by escaping from the land on which it is proposed to be lit [s.46(1A)]. a. Where it is proposed that the fire will be lit on land within 3kms of the boundary of forest land, and an authorised CALM Act office is not available or has not exercised the power to prohibit or proposed a fire considered to become a source of danger, then the Delegate may make the decision [s.46(1B)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3.1.10 Recovery of Expenses Incurred through Contraventions of this Act

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.58 General penalty and recovery of expenses incurred
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the <<Shire/Town/City>> or those on behalf of the <<Shire/Town/City>> to do [s.58].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

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3.1.11 Prosecution of Offences

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Delegate:	**Chief Executive Officer** **[Local Government employee]** **[Bush Fire Control Officer]**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	*Bush Fires Act 1954:* s.65 Proof of certain matters s.66 Proof of ownership or occupancy <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

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4 Cat Act 2011 Delegations

4.1 Council to CEO

4.1.1 Cat Registrations

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags *Cat Regulations 2012* Schedule 3, cl.1(4) Fees Payable
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 3. Authority to cancel a cat registration [s.10]. 4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the <<Shire/Town/City>>'s District [Regs. Sch. 3 cl.1(4)].
Council Conditions on this Delegation:	**GUIDANCE NOTE:** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the *Cat Act 2011*. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**

CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Cat Regulations 2012 r.11 Application for registration (s.8(2)), prescribes the Form of applications for registration. r.12 Period of registration (s.9(7)) r.11 Changes in registration r.14 Registration certificate (s.11(1)(b)) r.15 Registration tags (s.76(2)) Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the *Cat Act 2011*. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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4.1.2 Cat Control Notices

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.26 Cat control notice may be given to cat owner
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the <<Shire/Town/City>>'s District [s.26].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Cat Regulations 2012* – r.20 Cat control notice [s.23(3)], prescribes the Form of the notice. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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4.1.3 Approval to Breed Cats

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37(1) and (2)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.39(2)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the *Cat Act 2011*. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Cat Regulations 2012: r.21 Application for approval to breed cats (s.36(2)) r.22 Other circumstances leading to refusal of approval to breed cats (s.37(2)(f)) r.23 Person who not be refused approval to breed cats (s.37(5)) r.24 Duration of approval to breed cats (s.37(6)) r.25 Certificate given to approved cat breeder (s.39(1))

	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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4.1.4 Recovery of Costs – Destruction of Cats

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.49(3) Authorised person may cause cat to be destroyed
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

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4.1.5 Applications to Keep Additional Cats

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat (Uniform Local Provisions) Regulations 2013*: r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require any document or additional information required to determine an application [r.8(3)] 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 2. Authority to grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the *Cat (Uniform Local Provisions) Regulations 2013*. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	
2	

4.1.6 Reduce or Waiver Registration Fee

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Regulations 2012*: Schedule 3 Fees clause 1(4)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to reduce or waiver a fee payable under Schedule 3 clauses (2) or (3) in respect to any individual cat.
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. This delegation does NOT provide authority to determine to reduce or waiver the fees payable in regard to any class of cat within the District. This matter requires a Council decision in accordance with s.6.16, 6.17 and 6.18 of the *Local Government Act 1995*. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	
2	

4.2 Cat Act Delegations - CEO to Employees

4.2.1 Infringement Notices – Extensions and Withdrawals

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.45 Delegation by CEO of local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.64 Extension of time s.65 Withdrawal of notice
Delegate/s:	**[insert position title]**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to extend the period of 28 days within which the modified penalty may be paid and the extension may be allowed whether or not the period of 28 days has elapsed [s.64]. 2. Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].
CEO Conditions on this Delegation:	a. <<The CEO has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	*Cat Regulations 2012:* r.28 Withdrawal of infringement notice (s.65(1)) <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

5 Dog Act 1974 Delegations

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*

1. *Note that any references to CEO in the Dog Act 1976 means the CEO of the Department of Local Government, Sporting and Cultural Industries. Therefore, no powers or duties are assigned to the CEO of a Local Government within this Act.*

2. *Note that whilst the Dog Act 1976 does not prescribe prohibitions on Delegations under this Act, the Act does contain a number of Powers which can only be exercised by an "Absolute Majority" (see below). These powers are* ***prohibited*** *from Delegation as a Delegate is unable to fulfil the requirements of s.1.4 of the Local Government Act 1995, for the decision to be made by:*

   "a majority comprising enough of the members for the time being of the council for their number to be more than 50% of the number of offices (whether vacant or not) of member of the Council".

   - ***Section 10AA Delegation of local government powers and duties***

     (1) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act.

   - ***S.31 Control of dogs in certain public places***

     (2B) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited —

     (a) at all times; or

     (b) at specified times.

     (3A) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.

5.1 Dog Act Delegations Council to CEO

5.1.1 Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.10A Payments to veterinary surgeons towards costs of sterilisation
Delegate:	**Chief Executive Officer**

5. Dog Act 1974 Delegations

Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine where a resident who is the owner of a registered dog, would suffer hardship in paying the whole of the cost of sterilisation and determine to pay part of such costs to a maximum value of $<<value>> [s.10A(1)(a) and (3)]. 2. Authority to give written directions to a veterinary surgeon to be complied with as a condition of part payment of the cost of sterilisation [s.10A(1)(b) and (2)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

5. Dog Act 1974 Delegations

5.1.2 Refuse or Cancel Registration

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)]. 2. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: i. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the *Cat Act 2011* or the *Animal Welfare Act 2002*; or ii. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or iii. the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept iv. the dog is required to be microchipped but is not microchipped; or v. the dog is a dangerous dog [s.16(3) and s.17A(2)]. 3. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the <<Shire/Town/City>>'s District [s15(4A)]. 4. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)]. i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)]

5. Dog Act 1974 Delegations

Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	*Dog Act 1976* s.17A If no application for registration made – procedure for giving notice of decision under s.16(3) Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – s.16A, s.17(4) and (6) <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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5. Dog Act 1974 Delegations

5.1.3 Kennel Establishments

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.27 Licensing of approved kennel establishments
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant, refuse to grant or cancel a kennel licence [s.27(4) and (6)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. Application processing and decisions under this delegation are to comply with the <<insert LG name>> Dogs Local Law. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

5. Dog Act 1974 Delegations

5.1.4 Recovery of Moneys Due Under this Act

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.29(5) Power to seize dogs
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Includes recovery of expenses relevant to: s.30A(3) Operator of dog management facility may have dog microchipped at owner's expense s.33M Local government expenses to be recoverable. s.47 Veterinary service expenses recoverable from local government r.31 Local government expenses as to dangerous dogs (declared) <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

5. Dog Act 1974 Delegations

5.1.5 Dispose of or Sell Dogs Liable to be Destroyed

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.29(11) Power to seize dogs
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. Proceeds from the sale of dogs are to be directed into the Municipal Fund. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

5. Dog Act 1974 Delegations

5.1.6 Declare Dangerous Dog

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Section 33E also provides that this power may be exercised by an Authorised Person. If the Local Government has appointed an Authorised Person for this purpose (specified in the Certificate of Authorisation for the purposes of s.33E), then this Delegation is not required.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

5. Dog Act 1974 Delegations

5.1.7 Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Delegation of the s.33F power to deal with an objection to a dangerous dog declaration ***should not*** *be delegated to the same person / position who is delegated / authorised to exercise s.33E powers enabling the declaration of a dangerous dog.*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s.33F(6)]. 2. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)]. 3. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)] i. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**

5. Dog Act 1974 Delegations

CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

5. Dog Act 1974 Delegations

5.1.8 Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Delegation of the s.33H(5) power to deal with an objection ***should not*** *be delegated to the same person / position who is delegated / authorised to exercise s.33H(1) and (2).*

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33H(5) Local government may revoke declaration or proposal to destroy
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s.33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed.
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

5. Dog Act 1974 Delegations

5.1.9 Determine Recoverable Expenses for Dangerous Dog Declaration

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Delegation does not include s.33M(1)(b) as the setting of a fixed fee is recommended to occur by Council resolution in accordance with s.6.16 of the Local Government Act 1995.

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33M(1)(a) Local Government expenses to be recoverable
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to the maximum amount prescribed, having regard to expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous *[s.33H(5)]*.
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

6 Food Act 2008 Delegations

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Note that any references to CEO in the Food Act 2008 mean the CEO of the Department of Health. Therefore, no powers or duties are assigned to the CEO of a Local Government within this Act.

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
As there is no power of sub-delegation available, it is important for each delegation under the Food Act 2008 to be made to a Delegate or Delegates most suitable for fulfilling the power or duty.

6.1 Council to CEO

6.1.1 Determine Compensation

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Delegate:	**<<Position title/s>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s.56(2)]. 2. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. Compensation under this delegation may only be determined upon documented losses up to a maximum of $<<value>>. Compensation requests above this value are to be reported to Council. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

6. Food Act 2008 Delegations

Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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6. Food Act 2008 Delegations

6.1.2 Prohibition Orders

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Delegate:	**<<Position title/s>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

6. Food Act 2008 Delegations

6.1.3 Food Business Registrations

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Delegate:	**<<Position title/s>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Authority to vary the conditions or cancel the registration of a food business [s.112].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: • Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA • Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1 • WA Priority Classification System • Verification of Food Safety Program Guideline b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

6. Food Act 2008 Delegations

6.1.4 Appoint Authorised Officers and Designated Officers

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Delegate:	**<<Position title/s>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the *Public Health Act 2016,* to be a Designated Officer for the purposes of issuing Infringement Notices under the *Food Act 2008* [s.126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7).
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: • Appointment of Authorised Officers as Meat Inspectors • Appointment of Authorised Officers • Appointment of Authorised Officers – Designated Officers only • Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

6. Food Act 2008 Delegations

Compliance Links:	s.122(3) requires an Enforcement Agency to maintain a list of appointed authorised officers s.123(1) requires an Enforcement Agency to provide each Authorised Officer with a Certificate of Authority as prescribed <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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6. Food Act 2008 Delegations

6.1.5 Debt Recovery and Prosecutions

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Delegate:	**<<Position title/s>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3). 2. Authority to institute proceedings for an offence under the Food Act 2008 [s.125].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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6. Food Act 2008 Delegations

6.1.6 Abattoir Inspections and Fees

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Regulations 2009*: r.43 Local government may require security r.45 Withdrawal of inspection services
Delegate:	**<<Position title/s>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority, relevant to the payment of abattoir meat inspection fees under Food Regulation 41, to: i. require a person to provide security, ii. determine the form that security is to be provided, and iii. discharge a security held by the <<Shire/Town/City>> [r.43]. 2. Authority to give written notice and withdraw abattoir meat inspection services, pending payment of any fees due and payable [r.45].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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6. Food Act 2008 Delegations

6.1.7 Food Businesses List – Public Access

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: r.51 Enforcement agency may make list of food
Delegate:	**<<Position title/s>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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7 Graffiti Vandalism Act 2016 Delegations

GUIDANCE NOTE: {*Delete prior to finalising the Register for Council adoption}*
Note that a reference to CEO in the Graffiti Vandalism Act 206, only means a Local Government CEO, where the reference appears in Part 3 of the Act. In all other instances a reference to CEO in the Graffiti Vandalism Act will means the CEO of the Public Sector Agency responsible for administration of the Act (i.e. Commissioner of Police as the head of the Police Service).

7.1 Council to CEO

7.1.1 Give Notice Requiring Obliteration of Graffiti

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>

7. Graffiti Vandalism Act 2016 Delegations

Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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7. Graffiti Vandalism Act 2016 Delegations

7.1.2 Notices – Deal with Objections and Give Effect to Notices

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to deal with an objection to a notice [s.22(3)]. 2. Authority, where an objection has been lodged, to: i. determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and ii. to give notice to the affected person, before taking the necessary actions [s.24(3)].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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7. Graffiti Vandalism Act 2016 Delegations

7.1.3 Obliterate Graffiti on Private Property

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.25(1) Local government graffiti powers on land not local government property
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Subject to exercising Powers of Entry. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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7. Graffiti Vandalism Act 2016 Delegations

7.1.4 Powers of Entry

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.28 Notice of entry s.29 Entry under warrant
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**<<list position titles>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of sub-delegated powers or duties>>

Compliance Links:	<<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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8 Public Health Act 2016 Delegations

8.1 Council to CEO

8.1.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Health (Asbestos) Regulations 1992:* r.15D(7) Infringement Notices
Express Power or Duty Delegated:	*Health (Asbestos) Regulations 1992:* r.15D(5) Infringement Notices
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the *Criminal Procedure Act 2004* Part 2 [r.15D(5)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)]. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Nil – the *Health (Asbestos) Regulations 1992* do not provide a power to sub-delegate.

Compliance Links:	*Criminal Procedure Act 2004* – Part 2 <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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8. Public Health Act 2016 Delegations

8.1.2

8.1.3 Enforcement Agency Reports to the Chief Health Officer

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.22 Reports by and about enforcement agencies
Delegate:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} s.21 provides that powers may only be delegated to the CEO* ***OR*** *an Authorised Officer designated under s.24.* **Chief Executive Officer** ***OR*** **<<Designated Authorised Officer - Position Title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the <<Shire/Town/City>> [s.22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies. <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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8. Public Health Act 2016 Delegations

8.1.4 Designate Authorised Officers

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.24(1) and (3) Designation of authorised officers
Delegate:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} s.21 provides that powers may only be delegated to the CEO* ***OR*** *an Authorised Officer designated under s.24.* **Chief Executive Officer** ***OR*** **<<Designated Authorised Officer - Position Title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to designate a person or class of persons as authorised officers for the purposes of: i. The Public Health Act 2016 or other specified Act ii. Specified provisions of the Public Health Act 2016 or other specified Act iii. Provisions of the Public Health Act 2016 or another specified Act, other than the specified provisions of that Act. Including: a. an environmental health officer or environmental health officers as a class; OR b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR c. a mixture of the two. [s.24(1) and (3)].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Subject to each person so appointed being; • Appropriately qualified and experienced [s.25(1)(a)]; and • Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31]. b. A Register (list) of authorised officers is to be maintained in accordance with s.27. c. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>

8. Public Health Act 2016 Delegations

Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s.30 Certificates of authority s.31 Issuing and production of certificate of authority for purposes of other written laws s.32 Certificate of authority to be returned. s.136 Authorised officer to produce evidence of authority *Criminal Investigation Act 2006*, Parts 6 and 13 – refer s.245 of the *Public Health Act 2016* *The Criminal Code*, Chapter XXVI – refer s.252 of the *Public Health Act 2016* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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8. Public Health Act 2016 Delegations

8.1.5 Determine Compensation for Seized Items

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate *Public Health Act 2016* s.264 Compensation
Express Power or Duty Delegated:	*Public Health Act 2016* s.264 Compensation
Delegate:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} s.21 provides that powers may only be delegated to the CEO* ***OR*** *an Authorised Officer designated under s.24.* **Chief Executive Officer** ***OR*** **<<Designated Authorised Officer - Position Title>>**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
Council Conditions on this Delegation:	***GUIDANCE NOTE:*** *{Delete prior to finalising the Register for Council adoption} The following Conditions are examples only – modify or delete to meet your Local Government's requirements.* a. Compensation is limited to a maximum value of $$<<value>>, with any proposal for compensation above this value to be referred for Council's determination. b. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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9 Planning and Development Act 2005 Delegations

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
The WALGA Guide for Planning Delegations – Development Assessment is available on-line through WALGA's Local Government Planning Improvement Portal (PIP). It's free to sign up on the WALGA website! If you would like more information, please contact our Planning Team on 9213 2000. For those already registered as PIP users click here

9.1 Council to CEO

9.1.1 Illegal Development

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Planning and Development Act 2005:* Section 214(2), (3) and (5)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: (a) to remove, pull down, take up, or alter the development; and (b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	a. <<Council has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties>>
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

9. Planning and Development Act 2005 Delegations

Sub-Delegate/s: *Appointed by CEO*	**<<list position title/s>>**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	<<The CEO has discretion to determine any conditions applicable to use of delegated CEO powers or duties>>

Compliance Links:	Part 13 of the *Planning and Development Act 2005* <<insert / list other legislation,Local Laws, policies and procedures which must be considered when making decisions under this delegation>>
Record Keeping:	<<Detail how records of decisions are to be kept by delegates>>

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

9.2 Local Planning Scheme – Council to CEO

GUIDANCE NOTE: *{Delete prior to finalising the Register for Council adoption}*
Delegations for Local Planning Schemes have not been included in this Template Delegations Register as there are substantial variations between Schemes. Please contact either WALGA's People and Place Team or WALGA's Governance Team if you need assistance with Local Planning Scheme Delegations.

9.2.1 [Delegation Title]

10 Statutory Authorisations and Delegations to Local Government from State Government Entities

10.1 Environmental Protection Act 1986

10.1.1 Noise Control – Environmental Protection Notices [Reg.65(1)]

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
Previous Close Next

No. 47. 19-Mar-2004
Page: 919 Pdf - 476kb

EV401

ENVIRONMENTAL PROTECTION ACT 1986
Section 20
Delegation No. 52

Pursuant to section 20 of the *Environmental Protection Act 1986*, the Chief Executive Officer hereby delegates as follows—

Powers and duties delegated—

All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being premises licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.

Persons to whom delegation made—

This delegation is made to any person for the time being holding or acting in the office of Chief Executive Officer under the *Local Government Act 1995*.

Pursuant to section 59(1)(e) of the *Interpretations Act 1984*, Delegation No. 32, dated 4 February 2000 is hereby revoked.

Dated this 9th day of January 2004.

Approved—

FERDINAND TROMP, A/Chief Executive Officer.

Dr JUDY EDWARDS MLA, Minister for the Environment.

10.1.2 Noise Management Plans – Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
Previous Close Next

No. 232. 20-Dec-2013
Page: 6282 Pdf - 3Mb

EV402

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 112

I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the *Local Government Act 1995*, my powers and duties under the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation, in relation to--

(a) waste collection and other works--noise management plans relating to specified works under regulation 14A or 14B;

(b) bellringing or amplified calls to worship--the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);

(c) community activities--noise control notices in respect of community noise under regulation 16;

(d) motor sport venues--noise management plans in relation to motor sport venues under Part 2 Division 3;

(e) shooting venues--noise management plans in relation to shooting venues under Part 2 Division 4;

(f) calibration results--requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;

(g) sporting, cultural and entertainment events--approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation--

(i) Subregulation 18(13)(b) is not delegated.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 68, gazetted 22 June 2007 is hereby revoked.

Dated the 12th day of December 2013.

JASON BANKS, Acting Chief Executive Officer.

Approved by--

JOHN DAY, Acting Minister for Environment; Heritage.

10.1.3 Noise Management Plans – Construction Sites

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
Previous Close Next

No. 71. 16-May-2014
Page: 1548 Pdf - 2Mb

EV405

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 119

I, Jason Banks, in my capacity as the Acting Chief Executive Officer of the Department responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to the holder for the time being of the offices of--

(a) Chief Executive Officer under the *Local Government Act 1995;* and

(b) to any employee of the local government under the *Local Government Act 1995* who is appointed as an Authorised Person under section 87 of the Act,

all my powers and duties in relation to noise management plans under regulation 13 of the *Environmental Protection (Noise) Regulations 1997,* other than this power of delegation.

Under section 59(1)(e) of the *Interpretation Act 1984,* Delegation No. 111, gazetted 20 December 2013, is hereby revoked.

Dated the 1st day of May 2014.

JASON BANKS, Acting Chief Executive Officer.

10.2 Planning and Development Act 2005

10.2.1 Instrument of Authorisation – Local Government CEOs - Sign Development Applications for Crown Land as Owner

DoL FILE 1738/2002v8; 858/2001v9

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF AUTHORISATION

I, **Donald Terrence Redman MLA**, Minister for Lands, a body corporate continued by section 7(1) of the *Land Administration Act 1997*, under section 267A of the *Planning and Development Act 2005*, HEREBY authorise, in respect of each local government established under the *Local Government Act 1995* and listed in Column 2 of the Schedule, the person from time to time holding or acting in the position of Chief Executive Officer of the relevant local government, to perform the powers described in Column 1 of the Schedule subject to the conditions listed in Column 3 of the Schedule.

Dated the 2nd day of June 2016

HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

SCHEDULE

This is the Schedule referred to in an Instrument of Authorisation relating to Development Applications under the *Planning and Development Act 2005*

Column 1

The power to sign as owner in respect of Crown land that is:

- a reserve managed by the local government pursuant to section 46 of the *Land Administration Act 1997* and the development is consistent with the reserve purpose and the development is not for a commercial purpose; or
- the land is a road of which the local government has the care, control and management under section 55(2) of the *Land Administration Act 1997* and where there is no balcony or other structure proposed to be constructed over that road unless that structure comes within the definition of a "minor encroachment" in the Building Regulations 2012 (Regulation 45A), or is an "awning, verandah or thing" (Regulation 45B), or is a ground anchor, and where the development is consistent with the use of the land as a road.

in respect of development applications being made under or referred to in:

(i) section 99(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a regional interim development order (as that term is defined in that Act);

(ii) section 103(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a local interim development order (as that term is defined in that Act);

(iii) section 115 of the *Planning and Development Act 2005* in respect of development within a planning control area (as that term is defined in that Act);

(iv) section 122A of the Planning and Development Act 2005 in respect of which approval is required under an improvement scheme (as that term is defined in that Act);

(v) section 162 of the *Planning and Development Act 2005* in respect of developments for which approval is required under a planning scheme or interim development order (as those terms are defined in that Act);

(vi) section 163 of the *Planning and Development Act 2005* in respect of development on land which is comprised within a place entered in the Register maintained by the Heritage Council under the *Heritage of Western Australia Act 1990*, or of which such a place forms part;

(vii) section 171A of the *Planning and Development Act 2005* in respect of a prescribed development application (as that term is defined in that section of that Act).

Column 2

City of Albany
City of Armadale
Shire of Ashburton
Shire of Augusta-Margaret River
Town of Bassendean
City of Bayswater
City of Belmont
Shire of Beverley
Shire of Boddington
Shire of Boyup Brook
Shire of Bridgetown-Greenbushes
Shire of Brookton
Shire of Broome
Shire of Broomehill-Tambellup
Shire of Bruce Rock
City of Bunbury
Shire of Busselton
Town of Cambridge
City of Canning
Shire of Capel
Shire of Carnamah
Shire of Carnarvon
Shire of Chapman Valley
Shire of Chittering
Shire of Christmas Island
Town of Claremont
City of Cockburn
Shire of Cocos (Keeling) Islands
Shire of Collie
Shire of Coolgardie
Shire of Cookow
Shire of Corrigin
Town of Cottesloe
Shire of Cranbrook
Shire of Cuballing
Shire of Cue
Shire of Cunderdin
Shire of Dalwallinu
Shire of Dandaragan
Shire of Dardanup
Shire of Denmark
Shire of Derby/West Kimberley
Shire of Donnybrook-Balingup
Shire of Dowerin
Shire of Dumbleyung
Shire of Dundas
Town of East Fremantle
Shire of East Pilbara
Shire of Esperance
Shire of Exmouth
City of Fremantle
City of Greater Geraldton

Shire of Gingin
Shire of Gnowangerup
Shire of Goomalling
City of Goorellis
Shire of Halls Creek
Shire of Harvey
Shire of Irwin
Shire of Jerramungup
City of Joondalup
Shire of Kalamunda
City of Kalgoorlie-Boulder
Shire of Katanning
Shire of Kellerberrin
Shire of Kent
Shire of Kojonup
Shire of Kondinin
Shire of Koorda
Shire of Kulin
City of Kwinana
Shire of Lake Grace
Shire of Laverton
Shire of Leonora
City of Mandurah
Shire of Manjimup
Shire of Meekatharra
City of Melville
Shire of Menzies
Shire of Merredin
Shire of Mingenew
Shire of Moora
Shire of Morawa
Town of Mosman Park
Shire of Mount Magnet
Shire of Mt Marshall
Shire of Mukinbudin
Shire of Mundaring
Shire of Murchison
Shire of Murray

Column 3

In accordance with and subject to approved Government Land policies.

Any signature subject to the following endorsement:
Signed only as acknowledgement that a development application is being made in respect of a proposal that includes Crown land, Crown reserves under management for the purpose, or a road and to permit this application to be assessed under the appropriate provision of the *Planning and Development Act 2005* (including any planning scheme). The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.

Shire of Nannup
Shire of Narembeen
Shire of Narrogin
Town of Narrogin
City of Nedlands
Shire of Ngaanyatjarraku
Shire of Northam
Shire of Northampton
Shire of Nungarin
Shire of Peppermint Grove
Shire of Perenjori
City of Perth
Shire of Pingelly
Shire of Plantagenet
Town of Port Hedland
Shire of Quairading
Shire of Ravensthorpe
City of Rockingham
Shire of Roebourne
Shire of Sandstone
Shire of Serpentine Jarrahdale
Shire of Shark Bay
City of South Perth
City of Stirling
City of Subiaco
City of Swan

Shire of Tammin
Shire of Three Springs
Shire of Toodyay
Shire of Trayning
Shire of Upper Gascoyne
Town of Victoria Park
Shire of Victoria Plains
Town of Vincent
Shire of Wagin
Shire of Wandering
City of Wanneroo
Shire of Waroona
Shire of West Arthur
Shire of Westonia
Shire of Wickepin
Shire of Williams
Shire of Wiluna
Shire of Wongan-Ballidu
Shire of Woodanilling
Shire of Wyalkatchem
Shire of Wyndham-East Kimberley
Shire of Yalgoo
Shire of Yilgarn
Shire of York

HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

2nd ..... day of June 2016

10.2.2 Development Control Powers – Powers of Local Governments and DOT - Metropolitan Region Scheme (DEL.2017/02)

GOVERNMENT GAZETTE Tuesday, 30 May 2017 No.14

GUIDANCE NOTE:
This delegation must be read in conjunction with amendments Gazetted on Tuesday, 18 December 2018 No.193 – please see inserted below.

PL403

PLANNING AND DEVELOPMENT ACT 2005
INSTRUMENT OF DELEGATION
Del 2017/02 Powers of Local Governments and Department of Transport
Metropolitan Region Scheme
Delegation of certain powers and functions of the Western Australian Planning Commission relating to the Metropolitan Region Scheme

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function to an officer of a public authority or to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 24 May 2017, pursuant to section 16 of the Act, the WAPC resolved—

A. To delegate to local governments, and to members and officers of those local governments, its functions in respect of the determination, in accordance with Part IV of the Metropolitan Region Scheme, of applications for approval to commence and carry out development specified in clauses 1 and 2 of Section A, within their respective districts, subject to the conditions set out in clauses 1 to 4 of Section B;

B. To delegate to the Managing Director, Policy, Planning and Investment—Transport, of the Department of Transport, and the person or persons from time to time holding or acting in that office, its functions in respect of the determination, in accordance with Part IV of the Metropolitan Region Scheme (MRS), of applications for approval to commence and carry out development specified in clause 3, Section A, subject to the conditions set out in clause 5 of Section B.

C. To revoke its delegation of powers and functions to local governments as detailed in the notice entitled "DEL 2011/02 Powers of local governments (MRS)" published in the *Government Gazette* on 10 June 2014, to give effect to this delegation,

KERRINE BLENKINSOP, Secretary,
Western Australian Planning Commission.

PLANNING AND DEVELOPMENT ACT 2005
INSTRUMENT OF DELEGATION

SECTION A—Types of Development

1. Development on zoned land

Applications for development on land zoned under the MRS except—

(a) where the land is subject to a resolution under Clause 32 of the MRS; or

(b) where the land is subject to the declaration of a planning control area under Section 112 of the *Planning and Development Act 2005*; or

(c) where that land is partly within the development control area described in section 10 of the *Swan and Canning Rivers Management Act 2006* or is outside the development control area but abuts waters within the development control area; or

(d) where the local government is of the opinion that the application should be determined by the WAPC on the grounds that the proposal is of State or regional importance or is in the public interest, or

(e) in respect of public works undertaken by public authorities.

2. Development on regional road reservations

Applications for developments on or abutting land that is reserved in the MRS for the purpose of a regional road, but excluding any application relating to large format digital signage.

3. Large Format Digital Signage applications

Applications from any public authority for development in relation to large format digital signage, on land reserved under the MRS for the purpose of a Primary Regional Road.

SECTION B—Conditions

1. Referral requirements for development on land within or abutting a regional road reservation

The following applications for development on land that abuts or is fully or partly reserved as regional road reservation (classified as Category 1, 2 and 3) shall be referred to Main Roads WA (MRWA) or the Department of Planning (DoP), as applicable, for transport planning related comments and recommendations before being determined by the local government subject to the process explained in clause 4, Section B.

Type of regional road reservation in the MRS	Classification on plans SP 693 (PRR) and SP 694 (ORR)	Referral Agency
Primary Regional Road (PRR)	Category 1, 2 and 3	Main Roads WA
Other Regional Road (ORR)	Category 1, 2 and 3	Department of Planning

The regional road network (PRR and ORR) changes periodically with amendments to the MRS. This clause relates to all regional road reservations in the MRS as amended from time to time. Regional roads subject to this notice and the relevant agency that is responsible for their planning are shown on accompanying editions of plans SP 693(PRR, MRWA) and SP 694 (ORR, WAPC).

The road categories shown on plans SP 693 (PRR) and SP 694 (ORR) classify the regional roads based on—

(a) the permissible vehicular access arrangements to the subject land via the regional road frontage
- **Category 1 road** means that frontage access is not allowed (control of access);
- **Category 2 road** means that frontage access may be allowed subject to approval; and

(b) the legibility and statutory powers of current road land requirements defined for the purpose of regional road reservation in the MRS
- **Category 3 road** means that the subject regional road reservation is not accurately defined or is subject to review by the agency that is responsible for planning of the regional road.

"**Category 1 road**" applies where regional roads—

(a) are constructed or planned to a fully controlled and grade separated freeway standard; or

(b) are constructed or planned to an access controlled arterial standard, (i.e. functioning as Primary Distributor or Integrator Arterial (District Distributor) road with widely spaced signalised intersections or roundabouts, and a few, if any, direct access points to individual sites or local streets.

"**Category 2 road**" applies where regional roads—

(a) are constructed or planned to a partially access controlled arterial standard, (i.e. a primary or district distributor road with direct connections to local streets and driveways to larger sites, but with some restriction of direct frontage access to individual properties); or

(b) have direct frontage access to abutting properties due to the historic development of the road and properties.

"**Category 3 road**" applies where regional road reservation is not accurately defined or is under review.

For enquiries and assistance regarding—

(a) PRR Category 1, 2 and 3—call Main Roads WA on 138 138.

(b) ORR Category 1, 2 and 3—call Department of Planning on (08) 6551 9000.

Tables 1, 2 and 3 below outline the category of the regional road reservation and the criteria for referring development applications to agencies for comment in accordance with this instrument of delegation.

Table 1—Referral process of development applications with respect to Category 1 (PRR or ORR reservations in the MRS)

Respective referral agency (as per Section B)	
Referral is required in these instances	**Referral is not required in these instances**
1. Where a development application has one or more of the following characteristics— (a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or (b) Development with potential for a significant increase in traffic using any access, either directly or indirectly, onto the road reservation; or (c) Development, which involves direct vehicle access to and/or from the regional road reservation.	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.

Table 2—Referral process of development applications with respect to Category 2 (PRR or ORR reservations in the MRS)

Respective referral agency (as per Section B)	
Referral is required in these instances	**Referral is not required in these instances**
1. Where a development application has one or more of the following characteristics— (a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or (b) Development with potential for a significant increase in traffic on the regional road using any access, either directly or indirectly, onto the road reservation; or	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.

Respective referral agency (as per Section B)	
Referral is required in these instances	**Referral is not required in these instances**
(c) Development, which involves the retention of more than one existing access; or additional, relocated or new access between the subject land and the road reservation; or (d) Development, which proposes retention of an existing access between the subject land and the road reservation, where alternative access is or could be made available from side or rear streets or from rights of way at rear; or (e) Development on a lot affected by the regional road reservation where— • all or part of the proposed development is within the regional road reservation; and • has a construction value greater than $20 000; or (f) Development on a lot affected by the regional road reservation where— • none of the proposed development is within the regional road reservation; and • has a construction value greater than $150 000	

Table 3—Referral process of development applications with respect to Category 3 (PRR or ORR reservations in the MRS)

Respective referral agency (as per Section B)	
Referral is required in these instances	**Referral is not required in these instances**
1. All development applications, other than those where local government first decides to refuse it.	1. Where the local government first decides to refuse the application under the MRS

Notes—

(1) Copies of plans SP 693 (PRR) and SP 694 (ORR) are available from the WAPC's website: "Resolutions and instruments of delegation—WAPC Powers of local governments (MRS)". (http://www.planning.wa.gov.au/1212.asp)

(2) In determining applications under this delegation, local governments shall have due regard to relevant WAPC and MRWA policy and guidelines, including but not limited to the Commission's D C Policy—*5.1 Regional Roads (Vehicular Access)*, the Transport Impact Assessment Guidelines, and MRWA *Driveways Policy*, which set out the principles and requirements to be applied when considering proposals for vehicle access to or from developments abutting certain categories of regional roads.

(http://www.planning.wa.gov.au/publications/812.asp; and https://www.mainroads.wa.gov.au/BuildingRoads/StandardsTechnical/RoadandTrafficEngineering/GuidetoRoadDesign/Pages/Driveways.aspx)

(3) Local governments shall ensure that sufficient transport information accompanies the development application to assist the referral agency in assessing the transport implications of the proposal. This information should be provided in accordance with the WAPC's *Transport Impact Assessment Guidelines.* http://www.planning.wa.gov.au/publications/1197.asp

(4) With regard to proposals for new noise-sensitive developments, the local government shall have due regard to the provisions of Commission's *State Planning Policy—5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning.* (http://www.planning.wa.gov.au/publications/1182.asp)

(5) With regard to development application for the display of advertisements on land reserved under the MRS local government should have regard to the Commission's DC *Policy 5.4 Advertising on Reserved Land. (http://www.planning.wa.gov.au/publications/825.asp*

2. Referral requirements for development on land abutting the Swan River Trust Development Control Area

Applications for development on land that is outside the development control area but abutting land that is in the development control area, or which in the opinion of the local government are likely to affect waters in the development control area, shall be referred to the Swan River Trust for comment and recommendation before being determined by the local government.

3. Referral requirements for development on land abutting other reservations

Applications for development on land abutting land reserved in the MRS for purposes other than regional roads or Parks and Recreation (where the reservation corresponds with the Swan River Trust development control area and is covered by Clause 2, Section B of this notice) shall be referred to the public authority responsible for that reserved land for comment and recommendation before being determined by the local government.

In the case of land reserved for the purpose of Parks and Recreation, which is not vested or owned by another public authority, the applications shall be referred to the Department of Planning before being determined by the local government.

4. For the purpose of this Instrument of Delegation (excluding applications under clause 3, Section A)—

(a) Where an application is referred by the local government to a public authority for comment and recommendation, the public authority shall provide comment and a recommendation, if any, within 30 days of receipt of the application. If no comment or recommendation is received within that 30 day period the local government may determine the application on the available information.

(b) Where the recommendation provided by the public authority specified in the delegation notice is not acceptable to the local government the application, together with the recommendations provided by all public authorities consulted and the reasons why the recommendation is not acceptable to the local government, shall be referred immediately to the WAPC for determination.

(c) The powers delegated to a member or officer of a local government may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development within the local government district under the local government's local planning scheme.

5. Referral Requirements for applications from a public authority for large format digital signage development on land within a Primary Regional Road reservation

Where applications for large format digital signage development relate to land that is reserved as Primary Regional Roads (PRR) reservation in the MRS, the following shall apply—

(a) DoT shall refer the application to the relevant local government and Main Roads WA for comment and recommendation;

(b) the local government and Main Roads WA shall provide their comments and recommendations, if any, to the delegate within 30 days of receipt of the application;

(c) Once the 30 day period has elapsed, the delegate may determine the application, even in the absence of comments and recommendations; and

(d) the delegate is not bound to follow any recommendation received.

Interpretation

In this Instrument of Delegation, unless the context otherwise requires—

- A reference to a 'position' or 'classification' contemplates and includes a reference to its successor in title.
- "access" means both entry and exit from either a road or abutting development by a vehicle.
- "Commission" or "WAPC" means the "Western Australian Planning Commission".
- "development" has the same meaning given to it in and for the purposes of the *Planning and Development Act 2005* or *"development means the development or use of any land, including—*
  - *(a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;*
  - *(b) the carrying out on the land of any excavation or other works;*
  - *(c) in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies, any act or thing that—*
    - *(i) is likely to change the character of that place or the external appearance of any building; or*
    - *(ii) would constitute an irreversible alteration of the fabric of any building".*
- "DoT" means the Department of Transport
- "Large format digital signage" means an electronic billboard whether freestanding or attached to another structure with a display area of greater than 13m² "local government" means a local government within the area covered by the MRS.
- "local road" means a public road other than a private road or a road subject of reservation under Part II of the MRS.
- "not acceptable" means that the local government wishes to determine the application, as a delegate of the WAPC, in a manner that is inconsistent with the recommendation received from the public agency to which the local government was required to consult under this Notice of Delegation.
- Main Roads WA means Main Roads Western Australia
- "Public authority" means any of the following—
  - (a) a Minister of the Crown in right of the State;

(b) a department of the Public Service, State trading concern, State instrumentality or State public utility;

(c) any other person or body, whether corporate or not, who or which, under the authority of a written law, administers or carries on for the benefit of the State, a social service or public utility;

- "regional road" means any road designated under the region Scheme as follows—
  (a) land coloured red in the Scheme Map—Primary Regional Roads; and
  (b) land coloured dark blue in the Scheme Map—Other Regional Roads.
- "reserved land" means land reserved under Part II of the MRS.
- "road reservation" means land reserved for the purposes of a regional road in the MRS.
- "significant increase in traffic" means generating more than 100 vehicle trips in the peak hour and would therefore require a transport assessment to accompany the development application. Refer to the Commission's *Transport Impact Assessment Guidelines*

CORRECTION TO DELEGATION 2017/02
GOVERNMENT GAZETTE 2 June 2017

PL101

CORRECTION

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

Del 2017/02 Powers of Local Governments and Department of Transport

Metropolitan Region Scheme

Certain typographical errors were recorded in the Instrument of Delegation, made under the *Planning and Development Act 2005*, and published on 30 May 2017 from page 2738 to 2743 of the *Government Gazette*.

The errors are corrected as follows—

1. On page 2739, the text of Resolution C is deleted and replaced with the following words—
   "TO REVOKE its delegation of powers and functions to local governments and the Department of Transport as detailed in the notice entitled "DEL 2015/02 Powers of local governments and Department of Transport (MRS)" published in the *Government Gazette* on 18 December 2015, to give effect to this delegation."

AMENDMENT TO DELEGATION 2017/02
GOVERNMENT GAZETTE, Tuesday, 18 December 2019, No.193

GUIDANCE NOTE:

The below gazettal amends the above delegation and the two must be read in conjunction.

PL402

PLANNING AND DEVELOPMENT ACT 2005

AMENDMENT TO INSTRUMENT OF DELEGATION—POWERS OF LOCAL GOVERNMENT AND DOT

Notice of amendment to the Instrument of Delegation, Instrument of Delegation 2017/02—Powers of Local Governments and Department of Transport, Metropolitan Region Scheme, as gazetted on 30 May 2017

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act), the Western Australian Planning Commission (WAPC) may, by resolution published in the *Government Gazette*, delegate any function to a member, committee or officer of the WAPC or to a public authority or to a member or officer of a public authority.

In accordance with section 16 (4) of the Act, a reference in this instrument to a function or power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred on the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 12 December 2018, pursuant to section 16 of the Act, the WAPC resolved—

A. To amend the Instrument of Delegation 2017/02—Powers of Local Governments and Department of Transport, Metropolitan Region Scheme as gazetted on 30 May 2017, as set out in Schedule 1 below.

SAM FAGAN, Secretary,
Western Australian Planning Commission.

Schedule 1

1. Instrument of delegation amended

The amendments within this Schedule are to the Schedules set out in the Instrument of Delegation 2017/02—Powers of Local Governments and Department of Transport, Metropolitan Region Scheme, as gazetted on 30 May 2017 and as amended.

2. Amendment to Section A

1. The word "but excluding any application relating to large format digital signage" are deleted from clause 2.

2. Clause 3 is deleted.

3. Amendments to Section B

1. The words in brackets "(excluding applications under clause 3, Section A)" are deleted from the title to clause 4.

2. Clause 5 is deleted.

3. In the interpretation section the terms "Large format digital signage" and "Public Authority" and their respective definitions, are deleted.

10.2.3 Development Control Powers – Powers of Local Governments - Greater Bunbury Region Scheme (DEL.2014/01)

GUIDANCE NOTE:
This delegation must be read in conjunction with amendments Gazetted on 22 August 2017, No.165 – please see inserted text below.

1420 GOVERNMENT GAZETTE, WA 9 May 2014

PL406*

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

DELEGATION POWERS OF LOCAL GOVERNMENTS (GBRS) DEL 2014/01

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to the Greater Bunbury Region Scheme

Preamble

Unless exempted by clause 25 and 26, under clause 24 of the Greater Bunbury Region Scheme (GBRS), on reserved land, a person must not commence or carry out development unless that person has planning approval. Development on zoned land requires planning approval if it is of a kind or class set out in a resolution of the Western Australian Planning Commission (WAPC) under clause 27 of the GBRS. Parts 7 and 8 of the GBRS sets out the requirements, procedures and functions of the WAPC in relation to the determination of applications for planning approval.

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 22 April 2014, pursuant to section 16 of the Act, the WAPC RESOLVED—

A TO DELEGATE to local governments, and to members and officers of those local governments, its functions in respect of the determination, in accordance with Parts 7 and 8 of the Greater Bunbury Region Scheme, of applications for approval to commence and carry out development as specified in schedules 1 and 2, within their respective districts, subject to the terms set out in schedule 3;

B TO REVOKE its delegation of powers and functions to local governments as detailed in a notice published in the *Government Gazette* of 20 April 2012 (pages 1717—1722).

TIM HILLYARD, Secretary,
Western Australian Planning Commission.

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

SCHEDULE 1—Development on reserved land delegated to local governments

1. Development on land in a regional road reservation where the local government accepts the recommendation and any advice of the advice agency.

2. Development of private jetties and associated facilities located in an artificial waterway in the waterways reservation.

3. Development on reserved land, which requires planning approval under the GBRS and which is—

(a) Ancillary and incidental development that does not conflict with the purposes of the reservation; and

(b) Development where the local government accepts the recommendation and any advice of the public authority responsible for that reserved land.

4. Any extension and/or change to a non-conforming use which requires planning approval under the GBRS and which is one or more of the following kinds—

(a) Development where the local government accepts the recommendation and any advice of the Department of Planning.

(b) Development for which the local government decides to refuse.

SCHEDULE 2—Development on zoned land delegated to local governments

Applications for development on zoned land, excluding public works undertaken by public authorities—

1. On land abutting regional open space reservations, development which requires planning approval under the GBRS and which is one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Planning.
   (b) Development for which the local government decides to refuse approval under the GBRS.
2. On land abutting a primary regional roads reservation, development which requires planning approval under the GBRS and which is of one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of Main Roads Western Australia.
   (b) Development for which the local government decides to refuse approval under the GBRS.
3. On land abutting an other regional roads reservation, development which requires planning approval under the GBRS and which is of one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Planning.
   (b) Development which—
      i. complies with an approved access policy pertaining to other regional roads reservations submitted by the local government and endorsed by the WAPC, and
      ii. is approved subject to conditions requiring compliance with that policy.
   (c) Development for which the local government decides to refuse approval under the GBRS.
4. On land abutting a port installations, public purposes, railways, state forests or waterways reservation, development of one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the public authority responsible for that reserved land.
   (b) Development for which the local government decides to refuse approval under the GBRS.
5. On land in the water catchments special control area (SCA No. 1), development which requires planning approval under the GBRS and which is of one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Water and/or the Water Corporation, as the case may be.
   (b) Development for which the local government decides to refuse approval under the GBRS.
6. On land in the Kemerton industrial zone buffer special control area (SCA No. 2), development which requires planning approval under the GBRS and which is one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Department of State Development and the Environmental Protection Authority.
   (b) Development for which the local government decides to refuse under approval under the GBRS.
7. On land in the Glen Iris service corridor buffer special control area (SCA No. 3) development which requires planning approval under the GBRS and which is one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Bunbury Port Authority, Department of State Development and the Environmental Protection Authority.
   (b) Development for which the local government decides to refuse approval under the GBRS.

8. On land in the Wastewater Treatment Plant Odour Buffer special control area (SCA No. 4) development which requires planning approval under the GBRS and which is one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Water Corporation.
   (b) Development for which the local government decides to refuse approval under the GBRS.
9. Development of one or more of the following kinds which is on land in, adjacent to or in close proximity to the strategic agricultural resource policy area and which requires planning approval under the GBRS—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Agriculture and Food.
   (b) Development for which the local government decides to refuse approval under the GBRS.
10. Development of one or more of the following kinds which is on land in, adjacent to or in close proximity to the strategic minerals and basic raw materials resource policy area and which requires planning approval under the GBRS—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Mines and Petroleum.
   (b) Development for which the local government decides to refuse approval under the GBRS.
11. Development of one or more of the following kinds which is on land partly or wholly within the land subject to the floodplain management policy area and which requires planning approval under the GBRS—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Water;
   (b) Development for which the local government decides to refuse approval under the GBRS.
12. Development in an activity centre which is for shop-retail purposes and which requires planning approval under the GBRS and which is for one or more of the following kinds—
   (a) Development generally in accordance with a WAPC endorsed activity centres structure plan;
   (b) Development for which the local government decides to refuse approval under the GBRS.
13. Development in the rural zone, other than for an animal husbandry-intensive, which requires planning approval under the GBRS and for which the local government decides to refuse approval under the GBRS.
14. Development for an animal husbandry-intensive premises, or for any extension or addition in excess of 100 m2 to the improvements of an existing animal husbandry-intensive premises and which is one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Planning, Department of Agriculture and Food, Department of Health, Department of Environmental Regulation, Department of Parks and Wildlife and/or Environmental Protection Authority.
   (b) Development for which the local government decides to refuse approval under the GBRS.
15. Any extension and/or change to a non-conforming use which requires planning approval under the GBRS and which is one or more of the following kinds—
   (a) Development where the local government accepts the recommendation and any advice of the Department of Planning.
   (b) Development for which the local government decides to refuse.

SCHEDULE 3—Terms of delegations to determine development on reserved and zoned land

1. Under clause 36 of the GBRS, an application for planning approval is to be submitted to the local government, which, if the application is to be determined by the WAPC, shall forward it to the WAPC in seven days and make recommendations to the WAPC within 42 days, or such longer period as the WAPC allows.

2. An application for development on reserved land, excluding regional open space, shall be referred within seven days to the public authority responsible for that reserved land for advice and recommendation before being considered by the local government.

3. An application for development on or abutting regional open space reservations, shall be referred within seven days to the Department of Planning for advice and recommendation before being considered by the local government.

4. An application for development in or abutting a primary regional roads reservation shall be referred within seven days to Main Roads Western Australia for advice and recommendation before being considered by the local government.

5. An application for development in or abutting an other regional roads reservation shall be referred within seven days to the Department of Planning for advice and recommendation before being considered by the local government.

6. An application for development abutting a port installations, public purposes, railways, state forests or waterways reservation shall be referred within seven days to the public authority responsible for that reserved land for advice and recommendation before being considered by the local government.

7. An application for development within the water catchments special control area (SCA No. 1) shall be referred within seven days to the Department of Water and/or the Water Corporation for advice and recommendation before being considered by the local government.

8. An application for development in the Kemerton industrial zone buffer special control area (SCA No. 2) shall be referred within seven days to the Department of State Development and the Environmental Protection Authority for advice and recommendation before being considered by the local government.

9. An application for development in the Glen Iris service corridor buffer special control area (SCA No. 3) shall be referred within seven days to the Bunbury Port Authority, Department of State Development and the Environmental Protection Authority for advice and recommendation before being considered by the local government.

10. An application for development in the Wastewater Treatment Plant Odour Buffer special control area (SCA No. 4) shall be referred within seven days to the Water Corporation for advice and recommendation before being considered by the local government.

11. An application for development within, adjacent to or in close proximity to the strategic agricultural resource policy area shall be referred within seven days to the Department of Agriculture and Food for advice and recommendation before being considered by the local government.

12. An application for development in, adjacent to or in close proximity to the strategic minerals and basic raw materials resource policy area shall be referred within seven days to the Department of Mines and Petroleum for advice and recommendation before being considered by the local government.

13. An application for development partly or wholly within the floodplain management policy area shall be referred within seven days to the Department of Water for advice and recommendation before being considered by the local government.

14. An application for an animal husbandry-intensive premises shall be referred to the Department of Planning, Department of Agriculture and Food, Department of Health, Department of Environmental Regulation, Department of Parks and Wildlife and/or the Environmental Protection Authority for advice and recommendation before being considered by the local government.

15. An application for any extension and/or change to a non-conforming use shall be referred within seven days to the Department of Planning for advice and recommendation before being considered by the local government.

16. Where an application is referred to an advice agency for advice and recommendation the agency is to be advised that if no advice or recommendation has been received within thirty days of receipt of the application by the advice agency the application may be determined on the available information; and the WAPC, or delegate of, or a local government acting under delegated power, may determine the application on that basis.

17. Following referral for advice and recommendation, an application which is to be determined by the WAPC shall be forwarded as soon as practicable to the WAPC with the advice and recommendations provided by all the advice agencies consulted together with the advice and recommendation of the local government.

18. Where the recommendation provided by an advice agency specified above is not acceptable to the local government, the application, together with the recommendations provided by all advice agencies consulted and the reasons why the recommendation is not acceptable to the local government, shall be forwarded immediately to the WAPC for determination.

19. Each local government shall report to the WAPC, in the form and manner required by the WAPC, all decisions made under this instrument of delegation.

20. The powers delegated to members and officers of a local government may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development in the local government district under the local planning scheme.

SCHEDULE 4—Definitions

In this instrument of delegation, words have the meanings given to them in the Act and the GBRS. Unless the context otherwise requires—

'Abutting' reserved land means the zoned land shares a common boundary with reserved land.

'Access' means entry or exit (or both) from either a road or abutting development by a vehicle.

'Activity centre' means the category of activity centres set out in Table 2 of the *Activity Centres for Greater Bunbury Policy*, namely—

- City Centre
- District Centres
- Neighbourhood centres
- Special Centres
- Town Centres

'Advice agency' means a department, public authority or body which is requested to provide advice and recommendations on applications for planning approval under the GBRS as an agency responsible for reserved land or to which local governments refer applications under the terms of schedule 3.

'Animal husbandry-intensive' has the same meaning as in the *Town Planning Regulations 1967*.

'Forward to the WAPC' and similar expressions mean convey by mail, by hand or electronically to the Bunbury office of the Department of Planning.

'Net lettable area' means the area of all floors within the internal finished surfaces of permanent walls but excludes the following areas—

(a) all stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, tea rooms and plant rooms and other service areas;

(b) lobbies between lifts facing other lifts servicing the same floor

(c) areas set aside for the provision of facilities or services to the floor or building;

(d) areas set aside for the provision of facilities or services to the floor or building where such facilities are not for the exclusive use of occupiers of the floor or building.

'Non-conforming use' has the same meaning as it has in the Planning and Development Act 2005 section 172.

'Not acceptable' means that the local government wishes the application to be determined in a manner that is inconsistent with the advice and/or recommendation received from the advice agency which the local government was required to consult.

'Planning approval' and 'planning approval under the GBRS' mean the planning approval of the WAPC as required under the GBRS and by resolution of the WAPC under clause 27 of the GBRS, whether granted by the WAPC or by delegates of the WAPC including committees, officers, local governments and members and officers of local governments.

'Proximity' and 'in close proximity' mean that the development is, in the opinion of the WAPC or local government, sufficiently close to a policy area for the effects of activities in the policy area (such as noise, odour, spray drift or dust) to be likely to have an adverse effect on the proposed use, and/or for the effects of the development to be likely to have an adverse effect on uses in the policy area.

'Shop-retail' means the land use activities included in "Planning land use category 5: Shop/Retail" as defined by the Commission's South West Land Use and Employment Survey (as amended from time-to-time).

INDEX

Matter referred to	Where referred to			
	Preamble and resolution	Sch 1	Sch 2	Sch 3
Delegations in relation to reserved land				
On land in a regional road reservation		1	-	4,5
Private jetties and associated facilities		2	-	-
Development on reserves other than regional roads, waterways reserves and regional open space		3	-	2
Development on regional open space reservation		3	-	3
Extension or change to a non-conforming use		4		15
Delegations in relation to zoned land				
Abutting regional open space reserves		-	1	3
Abutting primary regional roads reserves		-	2	4
Abutting other regional roads reserves		-	3	5
Abutting reserves (other than roads and open space)		-	4	6
In water catchments (SCA No. 1)		-	5	7
In the Kemerton industrial zone buffer (SCA No. 2)		-	6	8
In the Glen Iris service corridor buffer (SCA No. 3)		-	7	9
In the Wastewater Treatment Plant Odour Buffer area (SCA No. 4)		-	8	10
In/near the strategic agricultural resource policy area		-	9	11
In/near the strategic minerals/raw materials policy area		-	10	12
In the floodplain policy management area		-	11	13
In activity centres		-	12	-
Not consistent with the purposes of the rural zone		-	13	-
Animal husbandry-intensive		-	13,14	14
Non-conforming uses		-	15	15

Words defined in schedule 4				
'Abutting'		-	1-4	3-6
'Access'		-	3(b)	-
'Activity Centre'		-	11	-
'Advice agency'		1	-	15,16,17
'Animal husbandry-intensive'		-	12,13	13
'Forward to the WAPC'		-	-	1,16,17
'Non-conforming use'			14	14
'Not acceptable'		-	-	17
'Planning approval'	Preamble, resolution	3	1-3,5-12,14	1, 19
'Proximity'		-	8,9	10,11
'Shop-retail'		-	11	-
Planning and Development Act 2005				
section 16	Preamble, resolution	-	-	-
Greater Bunbury Region Scheme				
clause 24	Preamble	-	-	-
clause 27	Preamble	-	-	-
clause 36		-	-	1
Parts 7 and 8 (clauses 34-48)	Preamble, resolution	-	-	-
Activity Centres for Greater Bunbury				

AMENDMENT TO DELEGATION 2014/01
GOVERNMENT GAZETTE, Tuesday, 22 August 2017, No.165

GUIDANCE NOTE:

The below gazettal amends the above delegation and the two must be read in conjunction.

PL404

PLANNING AND DEVELOPMENT ACT 2005

AMENDMENT TO INSTRUMENT OF DELEGATION 2014/01

Powers of Local Governments (GBRS)

Amendment to the Instrument of Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to the Greater Bunbury Region Scheme as gazetted on 9 May 2014.

Preamble

Unless exempted by clause 25 and 26, under clause 24 of the Greater Bunbury Region Scheme (GBRS), on reserved land, a person must not commence or carry out development unless that person has planning approval. Development on zoned land requires planning approval if it is of a kind or class set out in a resolution of the Western Australian Planning Commission (WAPC) under clause 27 of the GBRS. Parts 7 and 8 of the GBRS sets out the requirements, procedures and functions of the WAPC in relation to the determination of applications for planning approval.

Under section 16 of the *Planning and Development Act 2005* (the Act) the WAPC may, by resolution published in the *Government Gazette*, delegate any function to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under s 16 of the Act (delegation)

On 24 May 2017, pursuant to section 16 of the Act, the WAPC Resolved—

A. To amend its delegation of powers and functions to local governments in the Instrument of Delegation DEL 2014/01 Powers of local governments (GBRS) published in the *Government Gazette* on 9 May 2014 (pages 1420-1425) by replacing all references to "Strategic Agricultural Resource Policy" with "Priority Agricultural Land Policy".

KERRINE BLENKINSOP, Secretary,
Western Australian Planning Commission.

10.2.4 Development Control – Powers of Local Governments - Peel Region Scheme (DEL.2008/12)

GUIDANCE NOTE:

This delegation must be read in conjunction with amendments Gazetted on 30 June 2009 and 3 November 2017 – please see amendment text inserted below.

19 December 2008 GOVERNMENT GAZETTE, WA 5449

Legislation: Planning and Development Act 2005 (s16)
Title: DEL 2008/12 Powers of local governments (PRS)
Resolution Date: 16/12/2008 *Gazettal Date: 19/12/2008* *File: 970-1-1-3*
Revokes: Delegation to local governments gazetted 28/03/2003

Planning and Development Act 2005

INSTRUMENT OF DELEGATION

DEL 2008/12 POWERS OF LOCAL GOVERNMENTS (PRS)

Notice of delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to the Peel Region Scheme

Preamble

Under clause 18 of the Peel Region Scheme (PRS), and subject to the exemptions stated in clauses 19 and 20, development on reserved land requires planning approval. On zoned land, development requires planning approval if it is of a kind or class set out in a resolution of the Western Australian Planning Commission (the WAPC) under clause 21 of the PRS. Parts 7 and 8 of the PRS set out the requirements, procedures and functions of the WAPC in relation to the determination of applications for planning approval.

Under section 16 of the *Planning and Development Act 2005* (the Act) the WAPC may, by resolution published in the *Government Gazette*, delegate any function to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 16 December 2008, pursuant to section 16 of the Act, the WAPC RESOLVED—

A TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions in respect of the determination, in accordance with Parts 7 and 8 of the Peel Region Scheme, of applications for approval to commence and carry out development specified in Schedules 1 and 2, within their respective districts, subject to the terms set out in schedule 3;

B TO REVOKE its delegation of powers and functions to local governments as detailed in a notice published in the *Government Gazette* of 28 March 2003 (pages 993-994).

WAYNE WINCHESTER, Secretary,
Western Australian Planning Commission.

PLANNING AND DEVELOPMENT ACT 2005

Instrument of Delegation

SCHEDULE 1—Development on reserved land delegated to local governments

1. Development on land in a regional road reservation where the local government accepts the advice and/or recommendation of the advice agency.

2. Development of private jetties and associated facilities located in an artificial waterway in the waterways reservation.

SCHEDULE 2—Development on zoned land delegated to local governments

Applications for development on zoned land, except in respect of public works undertaken by public authorities—

1. On land abutting regional open space reservations, development which requires planning approval under the PRS and for which the local government decides to refuse approval under the PRS.
2. On land abutting a primary regional roads reservation, development which requires planning approval under the PRS and which is of one or more of the following kinds—
   (a) Development where the local government accepts the advice and/or recommendation of Main Roads Western Australia.
   (b) Development for which the local government decides to refuse approval under the PRS.

3. On land abutting an other regional roads reservation, development which requires planning approval under the PRS and which is of one or more of the following kinds—
   (a) Development where the local government accepts the advice and/or recommendation of the Department for Planning and Infrastructure.
   (b) Development which—
      (i) complies with an approved access policy pertaining to other regional roads reservations, or a specified section of the other regional roads reservation, submitted by the local government and endorsed by the WAPC, and
      (ii) is approved subject to conditions requiring compliance with that policy.
   (c) Development for which the local government decides to refuse approval under the PRS.
4. On land in the water catchments special control area (SCA No. 1), development which requires planning approval under the PRS and which is of one or more of the following kinds—
   (a) Development where the local government accepts the advice and/or recommendation of the Department of Water and/or the Water Corporation, as the case may be.
   (b) Development for which the local government decides to refuse approval under the PRS.
5. Development of the following kinds which is for shopping purposes and which requires planning approval under the PRS—
   (a) Development which—
      (i) is consistent with an approved centre plan, local commercial strategy or local planning strategy endorsed by the WAPC not more than five years prior to the application for planning approval being lodged, and
      (ii) is approved subject to conditions requiring compliance with that plan or strategy.
   (b) Development for which the local government decides to refuse approval under the PRS.
6. Development in the rural zone, other than for a poultry farm, which requires planning approval under the PRS and for which the local government decides to refuse approval under the PRS.
7. Development for a new poultry farm or for any extension or addition in excess of 100 m^2 to the improvements of an existing poultry farm, for which the local government decides to refuse approval under the PRS.

SCHEDULE 3—Terms of delegations to determine development on reserved and zoned land

1. Under clause 30 of the PRS, an application for planning approval is to be submitted to the local government, which, if the application is to be determined by the WAPC, shall forward it to the WAPC within seven days and may (within 42 days, or such longer period as the WAPC allows) make recommendations to the WAPC.

2. An application for development in or abutting a primary regional roads reservation is to be referred within seven days to Main Roads Western Australia for advice and recommendation before being considered by the local government.

3. An application for development in or abutting another regional roads reservation is to be referred within seven days to the Department for Planning and Infrastructure for advice and recommendation before being considered by the local government.

4. An application for development within the water catchments special control area (SCA No. 1) is to be referred within seven days to the Department of Water and/or the Water Corporation for advice and recommendation before being considered by the local government.

5. Where an application is referred to an advice agency for advice and recommendation the agency is to be advised that if no advice or recommendation has been received within thirty days of receipt of the application by the advice agency the application may be determined on the available information; and the WAPC, or a local government acting under delegated power, may determine the application on that basis.

6. Following referral of any application referred to in Schedule 2 for advice and recommendation and where the local government does not accept the advice and/or recommendation of the advice agency, an application which is consequently to be determined by the WAPC is to be forwarded as soon as practicable to the WAPC with the advice and recommendations provided by all advice agencies consulted together with the advice and recommendation of the local government. These should be accompanied by the reasons why the recommendation of the advice agency is not acceptable to the local government.

7. Each local government shall report to the WAPC, in the form and manner required by the WAPC, all decisions made under this instrument of delegation.

8. The powers delegated to members and officers of a local government may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development in the local government district under the local planning scheme.

SCHEDULE 4—Definitions

In this instrument of delegation, words have the meanings given to them in the Act and the PRS. Unless the context otherwise requires—

'Abutting' reserved land means the zoned land shares a common boundary with reserved land.

'Access' means entry or exit (or both) from either a road or abutting development by a vehicle.

'Advice agency' means a department, public authority or body which is requested to provide advice and recommendations on applications for planning approval under the PRS as an agency responsible for reserved land or to which local governments refer applications under the terms of schedule 3.

'Centre plan', 'local commercial strategy' and **'local planning strategy'**, for the purposes of paragraph 5(a) of schedule 2, mean a strategic planning document, submitted to and endorsed by the WAPC, specifying the planned future character and scale of the commercial centre or shopping centre where development is proposed, with limits for such components as uses, floorspace, lettable area, etc.

'Forward to the WAPC' and similar expressions mean convey by mail, by hand or electronically to the Peel region office of the Department for Planning and Infrastructure.

'Not acceptable' means that the local government wishes the application to be determined in a manner that is inconsistent with the advice and/or recommendation received from the advice agency which the local government was required to consult.

'Planning approval' and **'planning approval under the PRS'** mean the planning approval of the WAPC as required under the PRS and by resolution of the WAPC under clause 21 of the PRS, whether granted by the WAPC or by delegates of the WAPC including committees, officers, local governments and members and officers of local governments.

'Shopping purposes' means use for any of the purposes defined in Appendix 4 of the proposed *Metropolitan Centres Policy Statement for the Perth Metropolitan Region* (WAPC) but excluding hotels, taverns, night clubs, and function and reception centres.

INDEX

Matter referred to	Where referred to			
	Preamble and resolution	Sch 1	Sch 2	Sch 3
Delegations in relation to reserved land				
On land in a regional road reservation		1	-	2, 3
Private jetties and associated facilities		2	–	–
Delegations in relation to zoned land				
Abutting regional open space reserves		–	1	–
Abutting primary regional roads reserves		–	2	2
Abutting other regional roads reserves		–	3	3
In water catchments (SCA. No. 1)		–	4	4
For shopping purposes		–	5	–
Not consistent with the purposes of the rural zone		–	6	–
Poultry farm		–	7	–
Words defined in schedule 4				
'Abutting'		–	1-3	2,3
'Access'		–	3(b)	–
'Advice agency'		1		5,6
'Centre plan', commercial strategy, planning strategy		–	5(a)	–
'Forward to the WAPC'	Resolution (b)(i)	–	–	1,6
'does not accept the advice'		–	–	6
'Planning approval'	Preamble, resolution	–	1-6	1
'Shopping purposes'		–	5	–
Planning and Development Act 2005				
section 16	Preamble, resolution	–	1	–
Peel region scheme				
clause 18	Preamble	–	–	–
clause 19	Preamble	–	–	–
clause 20	Preamble	–	–	–
clause 21	Preamble, resolution	–	–	–
clause 30		–	–	1
Parts 7 and 8 (clauses 28-42)	Preamble	–	–	–

AMENDMENT TO DELEGATION 2008/12

GUIDANCE NOTE:
The below gazettal amends the above delegation and must be read in conjunction the any additional amendments to the delegation.

30 June 2009 GOVERNMENT GAZETTE, WA 2643

PI410*

PLANNING AND DEVELOPMENT ACT 2005
AMENDMENT TO INSTRUMENT OF DELEGATION 2008/12
POWERS OF LOCAL GOVERNMENTS (PRS)

Amendment to the Instrument of Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to the Peel Region Scheme as gazetted on 19 December 2008.

Preamble

Under clause 18 of the Peel Region Scheme (PRS), and subject to the exemptions stated in clauses 19 and 20, development on reserved land requires planning approval. On zoned land, development requires planning approval if it is of a kind or class set out in a resolution of the Western Australian Planning Commission (the WAPC) under clause 21 of the PRS. Parts 7 and 8 of the PRS set out the requirements, procedures and functions of the WAPC in relation to the determination of applications for planning approval.

Under section 16 of the *Planning and Development Act 2005* (the Act) the WAPC may, by resolution published in the *Government Gazette*, delegate any function to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under s 16 of the Act (delegation)

On 23 June 2009, pursuant to section 16 of the Act, the WAPC Resolved—

A To amend its delegation of powers and functions to local governments in the Instrument of Delegation DEL 2008/12 Powers of local governments (PRS) published in the *Government Gazette* on 19 December 2008 (pages 5449—5451) by replacing all references to "Department for Planning and Infrastructure" with "Department of Planning".

TONY EVANS, Secretary,
Western Australian Planning Commission.

AMENDMENT TO DELEGATION 2008/12

GUIDANCE NOTE:
The below gazettal amends the above delegation and must be read in conjunction the any additional amendments to the delegation.

3 November 2017 GOVERNMENT GAZETTE, WA 5503

PL409

PLANNING AND DEVELOPMENT ACT 2005
AMENDMENT TO INSTRUMENT OF DELEGATION
DEL2008/12 Power of Local Governments

Amendment to the Instrument of Delegation to local governments of certain powers and functions of the Western Australian Planning Commission, under the Peel Region Scheme

Preamble

Under clause 18 of the Peel Region Scheme (PRS), and subject to the exemptions stated in clauses 19 and 20, development on reserved land requires planning approval. On zoned land, development requires planning approval if it is of a kind or class set out in a resolution of the Western Australian Planning Commission (the WAPC) under clause 21 of the PRS. Parts 7 and 8 of the PRS set out the requirements, procedures and functions of the WAPC in relation to the determination of applications for planning approval.

Under section 16 of the *Planning and Development Act 2005* (the Act), the WAPC may, by resolution published in the *Government Gazette*, delegate any function to a member, committee or officer of the WAPC or to a public authority or to a member or officer of a public authority.

In accordance with section 16 (4) of the Act, a reference in this instrument to a function or power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred on the WAPC by the Act or any other written law as the case requires

Resolution under section 16 of the Act (delegation)

On 24 May 2017, pursuant to section 16 of the Act, the WAPC resolved—

A. To delegate to local governments, and to members and officers of those local governments, its powers and functions in respect of the determination, in accordance with Parts 7 and 8 of the Peel Region Scheme, of applications for approval to commence and carry out development specified in Schedule A, within their respective districts, subject to the terms set out in Schedule B;

B. To amend the Instrument of Delegation DEL2008/12 Powers of Local Governments (PRS) made by the WAPC on 16 December 2008 and published in the *Government Gazette* on 19 December 2008 at pages 5449-5451 (and as amended) (**DEL 2008/12**), as set out in Schedule C below, to give effect to this resolution.

KERRINE BLENKINSOP, Secretary,
Western Australian Planning Commission.

Schedule A

Applications for development on zoned land, excluding public works undertaken by public authorities

8. Development of one or more of the following kinds, which is on land in, adjacent to or in close proximity to Priority Agricultural Land as identified in Appendix 1 of the PRS Priority Agricultural and Rural Land Use Policy, and which requires planning approval under the PRS—

(a) Development where the local government accepts the recommendation and any advice of the Department of Agriculture and Food.

(b) Development for which the local government decides to refuse approval under the PRS.

Schedule B

5. An application for development in, adjacent to or in close proximity to Priority Agricultural Land, as identified in Appendix 1 of the PRS Priority Agricultural and Rural Land Use Policy, shall be referred within seven days to the Department of Agriculture and Food for advice and recommendation before being considered by the local government."

Schedule C

1. Instrument of Resolution amended

The amendments within this Schedule are to the Schedules set out in DEL 2008/12.

2. Schedule 2—amended (page 5450)

Schedule 2 is amended by the addition of the following clause—

"8. Development of one or more of the following kinds, which is on land in, adjacent to or in close proximity to Priority Agricultural Land, as identified in Appendix 1 of the PRS Priority Agricultural and Rural Land Use Policy, and which requires planning approval under the PRS—

(a) Development where the local government accepts the recommendation and any advice of the Department of Agriculture and Food.

(b) Development for which the local government decides to refuse approval under the PRS."

3. Schedule 3—amended (page 5450)

Schedule 3 is amended by inserting a new clause 5 as follows—

"5. An application for development in, adjacent to or in close proximity to Priority Agricultural Land, as identified in Appendix 1 of the PRS Priority Agricultural and Rural Land Use Policy, shall be referred within seven days to the Department of Agriculture and Food for advice and recommendation before being considered by the local government."

Further, existing clauses 5, 6, 7 and 8 of Schedule 3 are renumbered to 6, 7, 8 and 9, respectively.

4. Schedule 4—amended (page 5451)

The heading for Schedule 4 is amended to read "Schedule 4—Definitions and Interpretation"

Schedule 4 is amended by inserting the following definition and interpretation provision—

'Proximity' and **'in close proximity'** mean that the development is, in the opinion of the WAPC or local government, sufficiently close to a policy area for the effects of activities in the policy area (such as noise, odour, spray drift or dust) to be likely to have an adverse effect on the proposed use, and/or for the effects of the development to be likely to have an adverse effect on uses in the policy area

A reference to a department or agency contemplates and includes a reference to its successor in title.

5. Index—amended (page 5451)

The "Delegations in relation to zoned land" section of the Index is amended to include a new line below "poultry farm" which reads—

"in/near the Priority Agricultural Land" - 8 5"

10.2.5 Development Control – Powers of Local Government – Ningaloo Coast Regional Interim Development Order 2007 (DEL.208/14)

5456 GOVERNMENT GAZETTE, WA 19 December 2008

Legislation: Planning and Development Act 2005 (s16)
Title: DEL 2008/14 Powers of local governments (Ningaloo Coast RIDO 2007)
Resolution Date: 16/12/2008 *Gazettal Date: 19/12/2008* *File: 970-1-1-3*
Revokes: Delegation to local governments gazetted 12/10/2007

Planning and Development Act 2005

INSTRUMENT OF DELEGATION

DEL 2008/14 POWERS OF LOCAL GOVERNMENTS (NINGALOO COAST RIDO 2007)

Notice of delegation to local governments of development control powers of the Western Australian Planning Commission relating to the Ningaloo Coast Regional Interim Development Order 2007

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 16 December 2008, pursuant to section 16 of the Act, the WAPC RESOLVED—

A TO DELEGATE its functions under the Ningaloo Coast Regional Interim Development Order 2007 (the Order) as specified in column 1 of the schedule to local governments and to members and officers of those local governments specified in column 2 of the schedule, in respect of land described in column 3 of the schedule;

B TO REVOKE its delegation of powers and functions to local governments as detailed in a notice published in the *Government Gazette* of 12 October 2007 (pages 5532-5533).

WAYNE WINCHESTER, Secretary,
Western Australian Planning Commission.

PLANNING AND DEVELOPMENT ACT 2005

Instrument of delegation

SCHEDULE 1

Column 1 (Powers and Functions)	Column 2 (Local Government)	Column 3 (Land)
Power to determine an application made under Part 3 of the Order in accordance with the procedure set out in Part 4 of the Order except— (i) where the WAPC, by notice in writing in each case, advises the local government that it is of the opinion that an application should be determined by the WAPC on the grounds that the proposal is of State or regional importance or is in the public interest; and (ii) where the local government is of the opinion that an application should be determined by the WAPC on the grounds that the proposal is of State or regional importance or is in the public interest. The powers delegated to members and officers of a local government may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development in the local district under the local planning scheme.	• Shire of Carnarvon • Shire of Exmouth	Applies to applications for development of land defined in— • Map 1 Area of Delegation (Carnarvon) • Map 2 Area of Delegation (Exmouth)

10.2.6 Development Control – Powers of Local Governments – Hope Valley-Wattleup Redevelopment Act 2000 and Master Plan (DEL.2011/01)

Legislation: Planning and Development Act 2005 (s16)
Title: DEL 2011/01 Powers of local governments (Hope Valley-Wattleup Redevelopment Act 2000)
Resolution Date: 25 /1 /2011 Gazettal Date: 4/2/2011 File: 801-2-1-22 P10

Planning and Development Act 2005

INSTRUMENT OF DELEGATION

DEL 2011/01 POWERS OF LOCAL GOVERNMENTS (HOPE VALLEY-WATTLEUP REDEVELOPMENT ACT 2000 AND MASTER PLAN)

Notice of delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to the *Hope Valley-Wattleup Redevelopment Act 2000* and the Hope Valley-Wattleup Master Plan

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 25 January 2011, pursuant to section 16 of the Act, the WAPC RESOLVED:

A TO DELEGATE to certain local governments, to officers of those local governments, to the Statutory Planning Committee and the Chairman of the WAPC, and to officers of the Department of Planning (DoP) from time to time holding or acting in those offices, as set out in column 2 of the attached Schedule, its powers and functions under the *Hope Valley-Wattleup Redevelopment Act 2000* and in respect of the Hope Valley-Wattleup Master Plan as specified in column 1 of the attached Schedule, within their respective districts as specified in column 3 of the attached Schedule.

Tony Evans, Secretary
Western Australian Planning Commission

Instrument of Delegation

Schedule 1

Column 1 (Powers and functions delegated)	Column 2 (Local Government and officers, WAPC committee and Chairman, and DoP officers)	Column 3 (Conditions)
1.1. Power to determine applications for development approval as set out in Part 4 of the *Hope Valley-Wattleup Redevelopment Act 2000* and Part 10 and Part 11 of the *Hope Valley-Wattleup Master Plan* except where: (a) the land is reserved for a public purpose in the *Hope Valley-Wattleup Master Plan*; or (b) the decision to refuse or approve with or without conditions would be contrary to the recommendation of the Western Australian Land Authority in its submission on the application made pursuant to clause 11.1 of the *Hope Valley-Wattleup Master Plan*; or (c) the WAPC has advised the local government in writing that the application is to be determined by the WAPC; or (d) the local government decides to forward the application to the WAPC for the WAPC's determination. 1.2. Power to amend or revoke a planning approval previously granted by the local government under delegated power, as set out in clause 9.2 of the *Hope Valley-Wattleup Master Plan*. 1.3. Power to grant approval to unauthorised existing development or use as set out in clause 9.3 of the *Hope Valley-Wattleup Master Plan*. 1.4. Power to authorise any of the local government's employees to enter a building or land for the observance of the Master Plan as set out in clause 12.1.2 of the *Hope Valley-Wattleup Master Plan*. 1.5. Power to issue a written notice under clause 12.2 of the *Hope Valley-Wattleup Master Plan*. 1.6. Power to defend and otherwise deal with reviews lodged with the State Administrative Tribunal under section 29 of the *Hope Valley-Wattleup Redevelopment Act 2000* and to appeal, defend, respond and otherwise deal with any legal proceedings as it relates to this notice of delegation affecting the Hope Valley-Wattleup Redevelopment Area. 1.7. Power to issue a written notice under section 31(1) of the *Hope Valley-Wattleup Redevelopment Act 2000*. 1.8. Power under section 31(6) of the *Hope Valley-Wattleup Redevelopment Act 2000* to take steps to remove, pull down, take up or alter any unlawful development, and recover the costs incurred in so doing. 1.9. Power to commence and undertake a prosecution for an offence committed under section 25 or section 31 of the *Hope Valley-Wattleup Redevelopment Act 2000*.	• Council of the City of Cockburn • Chief Executive Officer, City of Cockburn • Director of Planning and Development, City of Cockburn • Manager of Statutory Planning, City of Cockburn	Confined to land within the City of Cockburn
	• Council of the Town of Kwinana • Chief Executive Officer, Town of Kwinana • Director of Operational and Technical Services, Town of Kwinana • Manager of Planning and Development, Town of Kwinana	Confined to land within the Town of Kwinana

1.10 Power to advise a local government in writing in the circumstance of 1.1(c) of this delegation that an application is to be determined by the WAPC.	• Statutory Planning Committee of the WAPC • Chairman of the WAPC • Director General, DoP 15135.1 • Executive Director, Peel, Perth and South West Planning and Strategy, DoP 15196.1	City of Cockburn and Town of Kwinana

10.2.7 WA Planning Commission – Powers of Local Governments - s.15 of the Strata Titles Act 1985 (DEL.2020/01)

29 January 2021 GOVERNMENT GAZETTE, WA 449

PL402

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

Del 2020/01 Powers of Local Governments

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to certain applications under the *Strata Titles Act 1985*

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 20 January 2021, pursuant to section 16 of the Act, the WAPC RESOLVED—

A. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under section 15 of the *Strata Titles Act 1985* as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;

B. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under sections 21 and 22 of the *Strata Titles Act 1985* as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;

C. TO AMEND "Del 2020/01—Powers of Local Governments" to give effect to its resolution and to publish an updated, consolidated instrument.

SAM FAGAN, Western Australian Planning Commission.

Schedule 1

1. Applications made under section 15 of the *Strata Titles Act 1985*

Power to determine applications under section 15 of the *Strata Titles Act 1985*, except those applications that—

(a) propose the creation of a vacant lot;

(b) propose vacant air stratas in multi-tiered strata scheme developments;

(c) propose the creation or postponement of a leasehold scheme;

(d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the *Strata Titles Act 1985*);

(e) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to—

i. a type of development; and/or

ii. land within an area,

which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

2. Applications under sections 21 and 22 of the *Strata Titles Act 1985*

Power to determine applications under—

(a) section 21 of the *Strata Titles Act 1985*;

(b) section 22 of the *Strata Titles Act 1985* where the amendment or repeal of scheme by-laws requires the approval of the WAPC.

3. Reporting requirements

A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.

10.3 Main Roads Act 1930

10.3.1 Traffic Management - Events on Roads

A list of local governments authorised for Traffic Management for Events can be found on the Main Roads WA website here

WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION

RELATING TO
TRAFFIC MANAGEMENT FOR EVENTS

Pursuant to Regulation 297(2) of the *Road Traffic Code 2000* the Commissioner of Main Roads ("the Commissioner") hereby authorises (Insert name of Local Government) (Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such road signs of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any:

i) "event" subject to an order from the Commissioner of Police pursuant to Part VA of the *Road Traffic Act 1974*;

ii) race meeting or speed test for which the Minister referred to in section 83 of the *Road Traffic Act 1974* has, under that provision, temporarily suspended the operation of any provisions of the *Road Traffic Act 1974* or regulations made under that Act; or

iii) public meeting or procession the subject of a permit granted by the Commissioner of Police under the *Public Order in Streets Act 1984*;

or as may be required for the purpose of controlling traffic on a road adjacent to, or in the vicinity of, any event or organised activity approved by the Authorised Body under its local laws, on a road (other than a main road or highway) within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

(a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Events Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Events Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the event, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;

(b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and

(c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

The powers in this Instrument of Authorisation do not change or replace:

1) any prior Instrument of Authorisation from the Commissioner of Main Roads for the purposes of undertaking traffic management for works on roads; and

2) any powers and responsibilities of a local government provided in regulation 9 of the *Road Traffic (Events on Roads) Regulations 1991*.

Page 1 of 2

Dated:

THE COMMON SEAL OF THE COMMISSIONER OF MAIN ROADS	)
WAS AFFIXED BY	)
COMMISSIONER OF MAIN ROADS	)
FOR THE TIME BEING IN THE PRESENCE OF:	)

_____
Signature of Witness

_____
Name of Witness (please print)

ACKNOWLEDGMENT BY AUTHORISED BODY

……*(Insert name of Local Government)*…… agrees to unconditionally observe, perform and be bound by the above conditions.

THE COMMON SEAL of	)
_____ *[Insert name of Local Government]*	)
Was hereunto affixed pursuant to a resolution of the Council in the presence of:	)

_____
Signature of Chief Executive Officer

_____
Signature of Witness

_____
Name of Witness (please print)

10.3.2 Traffic Management – Road Works

A list of Local Governments authorised for the purposes of Road Traffic Code 2000 r.297(2) are available on Main Roads WA website here

WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION

Pursuant to Regulation 297(2) of the Road Traffic Code 2000 the Commissioner of Main Roads ("the Commissioner") hereby authorises ..... ("Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such traffic signs and traffic control devices of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any works, survey or inspection, associated with the construction, maintenance or repair on a road (other than a main road or highway), any adjoining land or any portion thereof within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

(a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Works on Roads Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Roadworks Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the relevant works, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;

(b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and

(c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

This Instrument of Authorisation replaces any prior Instrument of Authorisation under Regulation 297(2) of the Road Traffic Code 2000 between the Commissioner and the Authorised Body. The Commissioner's delegation dated 17 July 1975 to a number of Local Governments outside the Perth metropolitan area, is not affected by this Instrument of Authorisation except that this Instrument of Authorisation prevails wherever roadworks are concerned. That 1975 delegation was made under Regulation 301 of the Road Traffic Code 1975 and related to non-regulatory signage.

Dated:

THE COMMON SEAL OF THE)
COMMISSIONER OF MAIN ROADS)
WAS AFFIXED BY)
)
)
COMMISSIONER OF MAIN ROADS)
FOR THE TIME BEING IN THE PRESENCE OF:)

_____
Signature of Witness

_____
Name of Witness

ACKNOWLEDGMENT BY AUTHORISED BODY

..... agrees to observe, perform and be bound by the above conditions.

THE COMMON SEAL OF THE)

.....)
WAS AFFIXED PURSUANT TO A RESOLUTION)
OF THE COUNCIL IN THE PRESENCE OF)

_____
Chief Executive Officer

_____
Witness

10.4 Road Traffic (Vehicles) Act 2012

10.4.1 Approval for Certain Local Government Vehicles as Special Use Vehicles

Government of **Western Australia**
Department of **Transport**
Driver and Vehicle Services

ROAD TRAFFIC (VEHICLES) ACT 2012

Road Traffic (Vehicles) Regulations 2014

RTVR-2017-202046

APPROVAL UNDER REGULATION 327(4)(f) FOR CERTAIN LOCAL GOVERNMENT VEHICLES AS SPECIAL USE VEHICLES

Pursuant to the *Road Traffic (Vehicles) Regulations 2014* (the *Regulations*), I, Christopher Davers, Assistant Director Strategy and Policy, Driver and Vehicle Services, Department of Transport, and delegate of the Chief Executive Officer of the Department of Transport by way of a delegation instrument dated 7 August 2017, hereby approve vehicles owned by a local government and ordinarily used by persons authorised or appointed by that local government to perform functions on its behalf under:

(a) the *Local Government Act 1995*;

(b) regulations made under the *Local Government Act 1995*;

(c) a local law;

(d) any other legislation empowering a local government to authorise or appoint persons to perform functions on the behalf of the local government (including but not limited to the *Dog Act 1976*); or

(e) any combination of the above paragraphs (a) to (d);

as special use vehicles for the purposes of paragraph "f" of the definition of "*special use vehicle*" in regulation 327(4) of the *Regulations*, with the effect that those vehicles may be fitted with one or more yellow flashing lights under regulation 327(3)(b) of the *Regulations*, subject to the following conditions:

CONDITIONS

1. Those lights must emit rotating, flashing yellow coloured light(s) and must not be a strobe light.
2. At least one flashing light shall be mounted on top of the vehicle and when lit, shall be visible in normal daylight up to a distance of not less than 200 metres to vehicles approaching from any direction.
3. No part of the lens of the flashing lights is visible either directly or indirectly to the driver when seated in the normal driving position.
4. If more than one flashing light is fitted, they must be placed symmetrically about the centre line of the vehicle or combination of vehicles.
5. An on/off switch for the flashing lights must be installed so as to be easily operated from the driver's seat.
6. Any additional equipment fitted to the vehicle must not interfere with the overall safe operation of the vehicle.
7. Any vehicle fitted with flashing lights for the purposes of this approval must:

Government of **Western Australia**
Department of **Transport**
Driver and Vehicle Services

(a) have words clearly set out on the sides of the vehicle which state the name of the local government in question together with the words "Ranger", "Ranger Services", or words to similar unambiguous effect; and

(b) where the vehicle is a station wagon or van, have the words "Ranger", "Ranger Services", or words to similar unambiguous effect clearly set out on the back of the vehicle.

This condition 7 is not intended to prevent the use of additional words on the vehicle.

Christopher Davers
Assistant Director, Strategy and Policy
Driver and Vehicle Services
Department of Transport

Dated the 5th day of September 2017

Approval for ranger vehicles to fit and use yellow flashing lights (transport.wa.gov.au)
Extracted on line on 15 March 2021

APPENDIX 12
ATTACHMENT 1

CEO's Delegated Payments list - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
Payments						
EF110566	14/04/2023	TRUSTEE FOR BBBM UNIT TRUST T/AS GROWERS AGRISHOP				12,127.50
			182684 - HERBICIDE BOW AND ARROW 10L	VP331237	12,127.50	
EF110615	14/04/2023	99 BIKES PTY LTD				179.00
			INV4685761 - SERVICE E BIKE		179.00	
EF110530	14/04/2023	A MCCORMICK & CD MCCORMICK & JD MCCORMICK & L MCCORMICK				550.00
			987 - REFRESHMENTS FOR CLEAN UP AUSTRALIA		550.00	
EF110896	28/04/2023	A TAYLOR & J.J TAYLOR T/AS FAST FLYERS				1,448.92
			13586 - BURNS BEACH BULK GREEN WASTE FLYERS		687.83	
			13666 - GREENWOOD - BULK GREEN WASTE FLYERS		761.09	
EF110467	14/04/2023	A&J MEDICAL PROPERTY PTY LTD				11,014.27
			206262 - RATES REFUND		11,014.27	
EF110491	14/04/2023	ACADEMIC TASK FORCE				351.00
			INV-13103 - BOOKS: CHEMISTRY ATAR COURSE UNITS 3&4		50.00	
			INV-13136 - TITLES AS SELECTED		301.00	
EF110538	14/04/2023	ACCESS ICON PTY LTD (CASCADA GROUP)				11,701.80
			17089 - GRATED COVER RAISED/FLUSH 25MM WITH LOCK	02722	3,900.60	
			17404 - COVER	02722	7,801.20	
EF110496	14/04/2023	ACEN FORD PTY LTD (ADFORM ENGRAVING & SIGNS)				77.00
			10856 - LASER ENGRAVED STEEL		77.00	
EF110818	28/04/2023	ACTION GLASS & ALUMINIUM				2,022.63
			53247 - RLEUR FREAME PAVILLION		984.50	
			53490 - CURRAMBINE COMMUNITY CENTRE		1,038.13	
EF110784	28/04/2023	ADRIAN HILL				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF111053	28/04/2023	ADVAM PTY LTD				89.10
			C76_202301679 - CREDIT CARD TRANSACTION MAR 23 & MONTHLY SUPPORT FEE FOR APR. 2023		89.10	
EF110465	14/04/2023	ADVANCED PATIOS				61.65
			BPC23/0030 - REFUND OF BUILDING SERVICES LEVY		61.65	
EF110828	28/04/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD				2,971.01
			2698849 - PARTS		1,348.19	
			2698885 - PARTS & REPAIRS		1,622.82	
EF110854	28/04/2023	AIDAN FRANCIS BAYLISS (ALL DIRECTIONS PERFORMANCE & RIGGING)				5,250.00
			249 - RIGGER AND INSTALL CREW FOR AURORA		5,250.00	
EF111047	28/04/2023	AKASHA MAYA WEBB				1,468.80
			1 - EXHIBITION ATTENDANT		1,125.45	
			2 - EXHIBITION ATTENDANT		343.35	
EF111068	28/04/2023	ALBERT JACOB				11,668.91
			ALLOW-MAYOR-APR 2023 - MAYORAL ALLOWANCE - APR 2023		7,666.41	
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		4,058.66	
			MVAPR 23 - MOTOR VEHICLE REIMBURSEMENT APR 23		-56.16	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF110500	14/04/2023	ALCHEMY SAUNAS PTY LTD				3,146.00
			INV-0158 - SAUNA MONTHLY RENTAL FOR APRIL 23		3,146.00	
EF110540	14/04/2023	ALINE JEANNE HELVISE CHAPET-BATLLE (CAJ ENTERTAINMENT)				3,000.00
			67 - AURORA EXTRAVAGANZA		3,000.00	
112790	14/04/2023	ALINTA				4,096.75
			113000585 14/03/23 - DUNCRAIG EARLY LEARNING CENTR		318.15	
			120776540 03/04/23 - 137 BROADBEACH BVD HILLARYS		41.25	
			543672740 04/04/23 - JOOND RECEP/CIVIC		91.20	
			618099630 11/04/23 - 6180996304 FLEUR FREAME PAVILLION		318.85	
			642498400 03/04/23 - L507 BOAS AVE JOONDALUP		493.60	
			646675300 04/04/23 - JOOND LIBRARY/CIVIC		2,600.50	
			704999719 14/03/23 - WARWICK COMM HALL		40.00	
			708001551 04/04/23 - SORRENTO COMMUNITY HALL		41.65	
			962002342 01/02/23 - PENISTONE CLUBROOMS		12.65	
			962002342 01/03/23 - PENISTONE CLUBROOMS		30.10	
			962002342 03/01/23 - PENISTONE CLUBROOMS		20.85	
			962002342 10/05/22 - 27 PENISTONE ST GREENWOOD		14.35	
			962002342 27/10/22 - PENISTONE CLUBROOMS		18.95	
			962002342 29/11/22 - PENISTONE CLUBROOMS		19.60	
			962002342 30/08/22 - PENISTONE CLUBROOMS		20.90	
			962002342 31/10/22 - PENISTONE CLUBROOMS		14.15	
112792	21/04/2023	ALINTA				129.85
			932822860 14/03/23 - DORCHESTER HALL		50.10	
			934000804 11/04/23 - FORREST PK COMMUNITY		79.75	
112802	28/04/2023	ALINTA				120.65
			212999739 13/04/2023 - WHITFORDS SENIOR CITIZENS CENTRE 04/01- 12/04/23		40.40	
			436998530 18/04/2023 - BEAUMARIS COMM HALL		35.45	
			513001324 17/04/23 - GIBSON PARK COMM CTR 10/01-14/04/23		44.80	
EF110821	28/04/2023	ALL FENCE U RENT PTY LTD				1,048.85
			45720 - CLIFF ST PARK, MARMION 18/02-18/03/23		412.50	
			45941 - GALAXY DRIVE INN HIRE FENCING		636.35	
EF110814	28/04/2023	ALLMARK & ASSOCIATES				165.00
			IN0038212 - TRODAT PRINTER 4912-REPLC BLACK INKPAD		165.00	
EF110488	14/04/2023	ALLWEST TURFING				27,630.90
			48229 - TURF (ROLL) OCEAN REEF PARK	03519	10,014.40	
			48473 - WARWICK OPEN SPACE & PERCY DOYLE		2,079.00	
			48529 - SUPPLY & INSTALL KIKUYU	04122	15,537.50	
EF110456	14/04/2023	ALPHA PROJECTS (WA) PTY LTD				1,125.00
			118952 - CROSSOVER SUBSIDY		375.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			RIM78827 - CROSSOVER SUBSIDY 207400		375.00	
			RIM78828 - CROSSOVER SUBSIDY 118750		375.00	
EF110490	14/04/2023	ALS LIBRARY SERVICES PTY LTD				1,984.16
			93989 - PROFILED STOCK AS SELECTED BY SUPPLIER		260.50	
			93990 - PROFILED STOCK AS SELECTED BY SUPPLIER		172.17	
			93991 - ITEMS AS SELECTED		151.87	
			93992 - PROFILED STOCK AS SELECTED BY SUPPLIER		115.69	
			93993 - BOOKS		64.85	
			93994 - PROFILED STOCK AS SELECTED BY SUPPLIER		24.84	
			93995 - PROFILED BOOKS		392.55	
			93996 - PROFILED BOOKS		200.19	
			93997 - PROFILED BOOKS		37.62	
			93998 - PROFILED BOOKS		61.04	
			93999 - PROFILED BOOKS		209.41	
			94000 - PROFILED BOOKS		89.74	
			94001 - PROFILED BOOKS		88.00	
			94002 - BOOKS		9.22	
			94003 - PROFILED BOOKS		28.38	
			94004 - PROFILED BOOKS		78.09	
EF110823	28/04/2023	ALS LIBRARY SERVICES PTY LTD				2,725.51
			94402 - PROFILED STOCK AS SELECTED BY SUPPLIER		139.83	
			94403 - PROFILED STOCK AS SELECTED BY SUPPLIER		56.78	
			94404 - PROFILED STOCK AS SELECTED BY SUPPLIER		177.47	
			94405 - PROFILED STOCK AS SELECTED BY SUPPLIER		67.43	
			94406 - TITLES AS SELECTED		82.13	
			94407 - PROFILED STOCK AS SELECTED BY SUPPLIER		81.62	
			94408 - ITEMS AS SELECTED		112.84	
			94409 - PROFILED STOCK AS SELECTED BY SUPPLIER		14.19	
			94410 - PROFILED STOCK AS SELECTED BY SUPPLIER		117.13	
			94411 - TITLES AS SELECTED		17.74	
			94412 - PROFILED STOCK AS SELECTED BY SUPPLIER		28.39	
			94685 - PROFILED STOCK AS SELECTED BY SUPPLIER		103.88	
			94686 - PROFILED STOCK AS SELECTED BY SUPPLIER		176.84	
			94687 - PROFILED STOCK AS SELECTED BY SUPPLIER		39.04	
			94688 - PROFILED STOCK AS SELECTED BY SUPPLIER		136.26	
			94689 - ITEMS AS SELECTED		233.30	
			94690 - PROFILED STOCK AS SELECTED BY SUPPLIER		63.88	
			94691 - PROFILED STOCK AS SELECTED BY SUPPLIER		20.96	
			94692 - PROFILED STOCK AS SELECTED BY SUPPLIER		24.13	
			94693 - PROFILED STOCK AS SELECTED BY SUPPLIER		295.56	
			94694 - PROFILED STOCK AS SELECTED BY SUPPLIER		261.47	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			94695 - PROFILED STOCK AS SELECTED BY SUPPLIER		155.91	
			94696 - PROFILED STOCK AS SELECTED BY SUPPLIER		93.69	
			94697 - PROFILED STOCK AS SELECTED BY SUPPLIER		35.49	
			94698 - PROFILED STOCK AS SELECTED BY SUPPLIER		113.58	
			94699 - PROFILED STOCK AS SELECTED BY SUPPLIER		17.74	
			94700 - PROFILED STOCK AS SELECTED BY SUPPLIER		44.04	
			94701 - TITLES AS SELECTED		14.19	
EF110830	28/04/2023	ALSCO PTY LIMITED				195.26
			CPER2302841 - WOC CLOTH HAND TOWELS		195.26	
EF110497	14/04/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD				74,671.14
			302106947 - FUEL IMPORT 04/04/2023		74,671.14	
EF110686	14/04/2023	ANDREW JOHN JARVIS (TRICKSTER MUSIC)				500.00
			1465 - DJ SERVICES - GREASE EXPERIENCE		500.00	
EF110776	28/04/2023	ANDREW SCOTT				126.00
			2737286 - REFUNDT CRAIGIE LEIS CTR		126.00	
EF110483	14/04/2023	ANDREW TEN SELDAM				50.00
			04/04/23 - EVENT BINS NOT SUPPLIED		50.00	
EF110956	28/04/2023	ANGUS MACDONALD				209.00
			Q3 2022/2023 - VOLUNTEER SUBSIDY REIMBURSEMENT Q3 2022/2023		209.00	
EF111015	28/04/2023	ANNA SHUSTOVA				520.00
			01 04/04/2023 - SALE OF ARTWORK LESS COMMISSION		520.00	
EF110850	28/04/2023	ANNE-MARIE BLOOR				1,600.00
			1 04/04/23 - SALE OF ARTWORK LESS COMMISSION		1,600.00	
EF111025	28/04/2023	ANTONY DAVID GEOFFREY JONES T/AS TONY JONES ART PROJECTS				2,200.00
			40323 - CHICHESTER PARK ARTWORK		2,200.00	
EF110822	28/04/2023	ARCHIVAL SURVIVAL PTY LTD				555.17
			65596 - SUPPLY OF ARCHIVAL STORAGE MEDIA		555.17	
EF110487	14/04/2023	ARRB TRANSPORT RESEARCH LTD				285.00
			407 - ROAD DESIGN 101 ON-LINE COURSE - HELLY N		285.00	
EF110816	28/04/2023	ARTEIL WA PTY LTD				513.70
			84503 - SAPPHIRE MK1 HD TILTAMATIC GALAXY		513.70	
EF110833	28/04/2023	ARUMA SERVICES (AUSSIE BISCUITS)				170.17
			BU-INV361506 - BISCUITS		170.17	
EF110498	14/04/2023	ARUP AUSTRALIA PTY LTD				4,199.80
			5002-228717 - CONSULT SHENTON AVENUE	00921	4,199.80	
EF110817	28/04/2023	ASLAB PTY LTD				6,318.46
			24842 - ALLENSWOOD RD GREENWOOD ASPHALT TESTING	02622	2,150.61	
			24843 - ALLENSWOOD ROAD, GREENWOOD ASPHALT TESTING	02622	2,020.15	
			24844 - ALLENSWOOD ROAD, GREENWOOD ASPHALT TESTING	02622	2,147.70	
EF110815	28/04/2023	ASPHALTECH PTY LTD				10,119.79

CEO's Delegated Payments list - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			17688 - MAWSON CRESCENT HILLARYS	VP226781	2,023.96	
			17689 - REPLACEMENT OF GULLY GRATE NIMROD PL	VP226781	4,047.91	
			17690 - REPLACEMENT OF GULLY GRATE BUCHAN PLACE	VP226781	2,023.96	
			17691 - BECTON COURT KINGSLEY	VP226781	2,023.96	
EF110826	28/04/2023	ASV SALES & SERVICE (WA) PTY LTD				185.35
			306600 - PARTS		185.35	
EF110820	28/04/2023	AUSCORP IT				2,908.18
			INV-00036182 - APPLE LIGHTNING		1,202.08	
			INV-00036199 - CCAR CHARGERS		1,706.10	
EF110831	28/04/2023	AUSLAN STAGE LEFT				1,045.00
			INV1446 - BOGAN SHAKESPEARE HAMLET		1,045.00	
EF110495	14/04/2023	AUSTRALASIAN EVENTS PTY LTD (ACE SECURITY AND EVENTS SERVICE				528.00
			9335 - COJ COUNCIL MEETING 28/3/2023		528.00	
EF110829	28/04/2023	AUSTRALASIAN EVENTS PTY LTD (ACE SECURITY AND EVENTS SERVICE				109,121.39
			9358 - COUNCIL MEETING 07/03/23		528.00	
			9361 - SECURITY - NEIL HAWKINS OPENING		4,164.88	
			9362 - SECURITY - SHAKESPEARE IN THE PARK		4,984.38	
			9388 - HILLARYS JETTY 24/7 SECURITY AURORA TENT FESTIVAL CLUB		98,916.13	
			9395 - COUNCIL MEETING 11/04/23		528.00	
EF110719	14/04/2023	AUSTRALIA POST				11,406.30
			1012317141 - POSTAGE FOR MARCH A/C 620846		629.23	
			1012317953 - POSTAGE FOR ACC 678700 MARCH 23		10,340.57	
			1012323828 - POSTAGE FOR ACC 7936979 MARCH 23		436.50	
EF110489	14/04/2023	AUSTRALIAN AIRCONDITIONING SERVICES P/L				4,273.91
			66786 - CIVIC CHAMBERS REPAIRS	02822	1,024.65	
			67004 - CIVIC CHAMBERS REPAIRS	02822	240.75	
			67057 - CALECTASIA HALL REPAIRS	02822	234.58	
			67058 - DUNCRAIG COMMUNITY HALL REPAIRS	02822	2,063.60	
			67073 - BEAUMARIS COMM CTR REPAIRS	02822	373.73	
			67106 - JOONDALUP RECEPTION CENTRE	02822	168.30	
			67112 - COJ LIBRARY	02822	168.30	
EF110819	28/04/2023	AUSTRALIAN AIRCONDITIONING SERVICES P/L				8,213.43
			67135 - CRAIGIE LEISURE CENTRE CAFE	02822	168.30	
			67157 - ADMIN BUILDING REPAIRS	02822	861.66	
			67220 - WARWICK COMMUNITY CENTRE	02822	530.67	
			67362 - HIRE OF TEMPORARY COOLING CLC 31/03- 27/04/23		6,652.80	
EF110834	28/04/2023	AUSTRALIAN BARBELL COMPANY PTY LTD				596.02
			INVA1796 - WALL MOUNTED FITBALL RING		596.02	
EF110825	28/04/2023	AUSTRALIAN EVENT AWARDS PTY LTD				429.00
			EVAWD172631 - ENTRY FEE TO AUSTRALIAN EVENT AWARDS		429.00	
EF111052	28/04/2023	AUSTRALIAN LIBRARY & INFORMATION ASSOCIATION				90.00
			10667 - MERCHANDISE FOR NATIONAL STORYTIME		90.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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EF110494	14/04/2023	AUSTRALIAN LIQUOR MARKETERS PTY LIMITED				4,134.20
			41685 - BEVERAGES		4,134.20	
EF110499	14/04/2023	AUSTRALIAN MADE CAMPAIGN LIMITED				2,200.00
			47637 - CAMPAIGN SUPPORTER SPONSORSHIP		2,200.00	
EF110493	14/04/2023	AXIIS CONTRACTING PTY LTD				20,439.57
			7344 - BLUE LAKE PARK JOONDALUP	02121	2,186.43	
			7389 - GREY CONCRETE - DUAL USE PATH (1.8 TO 2.		4,890.60	
			7389 - GREY CONCRETE - DUAL USE PATH (1.8 TO 2.	02121	13,362.54	
EF110824	28/04/2023	AXIIS CONTRACTING PTY LTD				63,719.51
			7432 - JUNIPER WAY DUNCRAIG FOOTHPATH		2,351.25	
			7432 - JUNIPER WAY DUNCRAIG FOOTHPATH	02121	44,278.60	
			7449 - OPP 144 CAMBERWARRA DR CRAIGIE FOOTPATH	02121	866.83	
			7450 - CRN CAMBERWARRA DRIVE & CORAL STREET CRAIGIE	02121	2,277.59	
			7451 - CARIDEAN ST HEATHRIDGE FOOTPATH	02121	3,828.65	
			7452 - 60 BANKS AVE HILLARYS FOOTPATH	02121	1,429.38	
			7457 - 22 RASPINS LOOP BURNS BEACH CROSSOVER	02121	1,416.27	
			7458 - 15 CHRISTCHURCH TCE CURRAMBINE CROSSOVER	02121	1,273.35	
			7459 - 18 FOURMILE AVE BURNS BEACH CROSSOVER	02121	949.99	
			7466 - 32 GILES AVE PADBURY FOOTPATH	02121	1,801.05	
			7467 - 140 WHITFORDS AVE HILLARYS FOOTPATH	02121	2,724.05	
			7486 - RETICULATION REPAIRS - SPYGLASS COVE		522.50	
EF110459	14/04/2023	B L CONTRACTING				61.65
			BPU22/0768 - REFUND BUILDING SERVICES LEVY		61.65	
EF110842	28/04/2023	BAILEYS FERTILIZER				1,495.12
			37616 - LANDSCAPING MTCE		1,495.12	
EF111054	28/04/2023	BAYCORP (WA) PTY LIMITED				89.32
			0223-067 263398 - POUNDAGE 131844		69.52	
			0423-034 263391 - POUNDAGE PROPERTY 131688		19.80	
EF110849	28/04/2023	BE PROJECTS (WA) PTY LTD				263,161.53
			100834 - CRAIGIE LEISURE CENTRE REFURBISHMENT	00421A	263,161.53	
EF110516	14/04/2023	BEILBY DOWNING TEAL PTY LTD				3,300.00
			BESI05420 - MANAGER HR RECRUITMENT		3,300.00	
EF110975	28/04/2023	BENSEMAN FAMILY TRUST (PROTECTOR FIRE SERVICES)				1,727.00
			10076574 - FIRE WARDEN & FRE SUPPRESSION TRAINING 28/03/23		1,727.00	
EF110509	14/04/2023	BG & E PTY LIMITED				7,631.25
			A01000034563 - STRUCTURES INSPECTION MARCH 2023		7,631.25	
EF110512	14/04/2023	BIBLIOTHECA RFID LIBRARY SYSTEMS AUSTRALIA PTY LTD				3,524.55
			INV-AU04771 - EBOOKS AND AUDIOBOOKS		3,524.55	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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EF110845	28/04/2023	BIBLIOTHECA RFID LIBRARY SYSTEMS AUSTRALIA PTY LTD				2,200.00
			INV-AU04795 - CLOUD LIBRARY ANNUAL SUBSCRIPTION		2,200.00	
EF110505	14/04/2023	BIG W				30.00
			TI-018D7-1177F2 - CATERING ITEMS AS SELECTED		30.00	
EF110838	28/04/2023	BIG W				298.50
			TI-018D7-1177E7 - NUMBER 1 BALLOONS X 2		48.00	
			TI-018D7-119F39 - EASTER CHOCOLATE		61.00	
			TI-018D7-120F9B - LSC EQUIPMENT		34.90	
			TI-018D7-120F9F - LSC EQUIPMENT		13.50	
			TI-018D7-12552B - CRECHE EQUIPMENT		107.00	
			TI-018D7-126A82 - CATERING ITEMS AS SELECTED		15.00	
			TI-018D7-127977 - LSC EQUIPMENT		19.10	
EF110508	14/04/2023	BLACKWELL & ASSOCIATES PTY. LTD.				400.00
			05/04/23 - ATTENDANCE JOONDALUP DESIGN REVIEW		400.00	
EF110453	14/04/2023	BLUEPRINT HOMES (WA) PTY LTD				592.08
			DA23/0002 - REFUNDED DEVELOPMENT APPLICATION FEES		592.08	
EF110835	28/04/2023	BOC LIMITED				78.77
			4033609061 - RENTAL - IND. CYLINDERS WOC		78.77	
EF110841	28/04/2023	BOLINDA PUBLISHING PTY LTD				153.41
			288550 - JOONDALUP LIBRARY		153.41	
EF110527	14/04/2023	BORRELLO FAMILY TRUST T/AS CARRAMAR RESOURCE INDUSTRIES				4,318.90
			INV-72862 - OCEAN REEF PARK-IRRIGATION		1,003.28	
			INV-72973 - CONSTRUCTION WASTE	VP297220	2,191.42	
			INV-73206 - RECEIPT OF CONSTRUCTION WASTE AT CONTRAC	VP297220	1,124.20	
EF110870	28/04/2023	BORRELLO FAMILY TRUST T/AS CARRAMAR RESOURCE INDUSTRIES				4,767.09
			INV-73477 - CONSTRUCTION WASTE	VP297220	3,315.62	
			INV-73602 - BRICKIES YELLOW SAND-ZONE 2	VP294005	1,451.47	
EF110844	28/04/2023	BOYA EQUIPMENT PTY LTD				478.87
			110630/01 - PARTS		478.87	
EF110836	28/04/2023	BP AUSTRALIA LIMITED				10,833.59
			12541690 - FUEL & OILS FOR MARCH 23		10,833.59	
EF110957	28/04/2023	BRENDAN ALEXANDER MALONEY (MALONEY AND SONS)				7,000.00
			87 - AURORA – COMEDY		7,000.00	
EF110847	28/04/2023	BRIGHTMARK GROUP PTY LTD				30,201.60
			2201 - CRAIGIE LEISURE CENTRE APRIL 23	02920	30,201.60	
EF110715	14/04/2023	BROOKE KELLY (WALK THIS WAY)				4,522.50
			COJ#1 - EVENT MANAGEMENT - GREASE & TAKE FLIGHT		4,522.50	
EF111046	28/04/2023	BROOKE KELLY (WALK THIS WAY)				754.87
			WTWCOJFEST23EXP - HIRE & TRANSPORT REIMBURSEMENT FESTIVAL		754.87	
EF110515	14/04/2023	BROWNES FOODS OPERATIONS PTY LIMITED				1,510.04
			16960831 - MILK AS REQUIRED WEEKLY		183.38	
			16971620 - MILK AS REQUIRED WEEKLY		183.38	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			16980065 - MILK AS REQUIRED WEEKLY		224.11	
			16991971 - MILK AS REQUIRED WEEKLY		224.11	
			17002905 - MILK AS REQUIRED WEEKLY		224.11	
			17060291 - MILK JOON ADMIN		203.63	
			17081882 - MILK AS REQUIRED WEEKLY		203.63	
			17081886 - MILK FOR JOONDALUP LIBRARY 29/03/23		21.23	
			17093563 - MILK FOR JOONDALUP LIBRARY 05/04/23		21.23	
			17101399 - MILK FOR JOONDALUP LIBRARY 12/04/23		21.23	
EF110848	28/04/2023	BROWNES FOODS OPERATIONS PTY LIMITED				21.23
			17112253 - MILK FOR JOONDALUP LIBRARY		21.23	
EF110514	14/04/2023	BUFFALO SOLUTIONS PTY LTD				1,155.00
			INV-0558 - 6 X SESSIONS - COACHING FOR GROWTH		407.00	
			INV-0563 - 3 X COACHING FOR GROWTH SESSIONS 31/03/23		407.00	
			INV-0572 - 5 X COACHING SESSIONS (1HR)		341.00	
EF110511	14/04/2023	BUGGY BUDDYS PTY LTD				110.00
			6735 - JOONDALUP FESTIVAL - BUGGYBUDDYS		110.00	
EF110720	14/04/2023	BUILDING & CONSTRUCTION INDUSTRY				30,329.67
			INV-175936-Q2P8Y5 - BCITF MARCH 2023 25 LEVY PAYMENTS		30,329.67	
EF110519	14/04/2023	BULL ANT EVENTS PTY LTD (BULL ANT CO)				990.00
			INV-0377 - LASERVISION STRUCTUREBUMP OUT 03/04/23		990.00	
EF110853	28/04/2023	BUNNINGS GROUP LIMITED (TOOL KIT DEPOT)				84.04
			SI202404 - ADAPTOR		84.04	
EF110503	14/04/2023	BUNNINGS PTY LTD				231.84
			2435/01148196 - ART RESOURCES - PPE AND PAINT GEAR		45.76	
			2435/01471147 - HARDWARE ITEMS		113.76	
			2435/01472911 - HARDWARE ITEMS		24.80	
			2435/01504351 - HARDWARE ITEMS		47.52	
EF110837	28/04/2023	BUNNINGS PTY LTD				1,982.79
			2010/01515215 - TOOLS		47.16	
			2170/01497094 - TOOLS		189.05	
			2435/00285517 - ITEMS FOR AQUATICS		210.64	
			2435/01339219 - TOOLS		48.66	
			2435/01463335 - TOOLS		101.56	
			2435/01463952 - TOOLS		29.43	
			2435/01464301 - TOOLS		136.92	
			2435/014644940 - TOOLS		43.83	
			2435/01466390 - TOOLS		52.05	
			2435/01467869 - TOOLS		19.69	
			2435/01469055 - TOOLS		239.40	
			2435/01469161 - TOOLS		29.18	
			2435/01469870 - TOOLS		29.09	
			2435/01470018 - TOOLS		39.18	
			2435/01470507 - TOOLS		9.41	
			2435/01473441 - TOOLS		17.04	
			2435/01473762 - TOOLS		18.17	
			2435/01475869 - TOOLS		50.09	
			2435/01476223 - TOOLS		27.40	
			2435/01476500 - TOOLS		63.70	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			2435/01476610 - TOOLS		14.25	
			2435/01476673 - SWIVEL CASTOR		51.00	
			2435/01478194 - TOOLS		37.31	
			2435/01478451 - TOOLS		19.86	
			2435/01479252 - CLAMP QUICK RELEASE CRAFTRIGHT		25.63	
			2435/01479397 - HINGE BUTT FP LANE		32.17	
			2435/01502984 - TOOLS		21.66	
			2435/01506708 - TOOLS		72.53	
			2435/01507506 - TOOLS		13.69	
			2435/01507557 - TOOLS		130.62	
			2435/01509873 - TOOLS		43.83	
			2435/01510209 - TOOLS		28.91	
			2435/01598759 - TOOLS		20.43	
			2435/01599255 - TOOLS		69.25	
EF110517	14/04/2023	BURDENS AUSTRALIA PTY. LTD.				2,897.70
			69542 - SIR JAMES MCCUSKER PARK RANGE BENCH SEAT		2,897.70	
EF110856	28/04/2023	BUSINESS OPPORTUNITY GROUP PTY LTD (TEAM 8)				799.57
			INV-2354 - DISC PROFILE AND ANALYSIS		799.57	
EF110905	28/04/2023	CAITANYA GORDON				7,182.00
			1 - SITE MANAGEMENT – AURORA BUILD		7,182.00	
EF110464	14/04/2023	CAITLIN GRAY				150.00
			INWE23/15742 - DOG REGISTRATION REFUND		150.00	
EF110528	14/04/2023	CALIBRE PROFESSIONAL SERVICES ONE PTY LTD				330.00
			CPS1-SINV012850 - CAMERAS 24/25/26 OFFLINE		330.00	
EF110917	28/04/2023	CALL ASSOCIATES PTY LTD (CONNENCT CALL CENTRE SERVICES)				2,616.63
			114061 - OVERCALLS FEE MARCH 23		2,616.63	
EF110531	14/04/2023	CANFORD HOSPITALITY CONSULTANTS PTY LTD				1,383.00
			72991 - HOSPITALITY CONSULTANCY FEE		1,383.00	
EF110777	28/04/2023	CANON FINANCE				246.19
			541473 - LEASE OF BDL-DR6030C A3 SCANNER 15/05-15/06/23		246.19	
EF110619	14/04/2023	CANON PRODUCTION PRINTING AUSTRALIA PTY LTD (OCE-AUSTRALIA)				111.78
			INV-55367 - 2022-23 MAINTENANCE OF OCE TSC4 DIGITAL MARCH 23		111.78	
EF110864	28/04/2023	CARCARE MOTOR COMPANY PTY LTD T/AS CARCARE JOONDALUP				1,080.49
			31,330 - TOYOTA HILUX REPAIRS		307.00	
			31,897 - NISSAN NAVARA REPAIRS		280.00	
			31,921 - FORD RANGER REPAIRS		493.49	
EF110520	14/04/2023	CARLY JAYN ALLEN (BAKE WITH CARLI)				249.00
			INV-47 - EASTER COOKIE DECORATING WORKSHOP		249.00	
EF111009	28/04/2023	CAROL SONIA SILVER				209.00
			Q3 2022/23 - JVRC VOLUNTEER REIMBURSEMENT Q3 2022/202		209.00	
EF111045	28/04/2023	CARROL WANNELL				344.00
			1 06/04/2023 - SALE OF ARTWORK LESS COMMISSION		344.00	
EF111056	28/04/2023	CASTLEDEX PTY LTD				1,848.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV45258 - 20 SEBEL POSTURA MAX 6 CHAIRS		1,848.00	
EF110862	28/04/2023	CASTROL AUSTRALIA PTY LTD				2,583.27
			25555911 - OILS,GREASE & BRAKE FLUID		2,583.27	
EF110865	28/04/2023	CAT WELFARE SOCIETY INC (CAT HAVEN)				396.00
			CH190329 - MONTHLY CAT ADOPTION ADVICE MAR 23		396.00	
EF111055	28/04/2023	CCH AUSTRALIA LIMITED				120.00
			6600131295 - AUST ESSENTIAL GUIDE TO FBT 2023 E-BOOK		120.00	
EF110648	14/04/2023	CEI PTY LIMITED T/AS RAECO				5,192.00
			585196 - MAGAZINE DISPLAY UNIT - LIFT & SLIDE		5,192.00	
EF110723	14/04/2023	CHAMPION MUSIC				385.00
			INV-18607 - POPPY SOLO FOR CAE 2023		385.00	
EF111012	28/04/2023	CHELLEW HAWLEY PTY LTD (SIFTING SANDS)				693.00
			INV-1399 - ANNATO PARK	VP214807	693.00	
EF110609	14/04/2023	CHIPLA HOLDINGS PTY LTD (MONITORING EXCELLENCE)				1,376.71
			M00058818 - SCHEDULED SECURITY MONITORING FEB 2023	VP173512	1,376.71	
EF110599	14/04/2023	CHIVAS ENTERPRISES PTY LTD (MAYDAY EARTHMOVING)				7,623.00
			83515 - OCEAN REEF PARRK: 8 WHEEL TIP TRUCK	03420	4,356.00	
			83689 - 8 WHEEL TIP TRUCK CARTAGE MARCH 2023	03420	3,267.00	
EF110945	28/04/2023	CHIVAS ENTERPRISES PTY LTD (MAYDAY EARTHMOVING)				1,089.00
			83514 - 8 WHEEL TIP TRUCK WARWICK OPEN SPACE	03420	1,089.00	
EF110772	28/04/2023	CHRISTINE HAMILTON-PRIME				3,183.91
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
			APRIL 23 - CONFERENCE EXPENSE REIMBURSEMENT APRIL 23		478.08	
EF110450	14/04/2023	CHRISTOPHE CANATO				1,350.00
			230302 - PHOTOGRAPHY FOR MARCH 2023 ROTATION		600.00	
			230303 - PHOTOGRAPHY FOR CAE 2023		750.00	
EF110773	28/04/2023	CHRISTOPHE CANATO				800.00
			230402 - CIVIC CHAMBERS PHOTOGRAPHIC DOCUMENTATION		800.00	
EF110790	28/04/2023	CHRISTOPHER BARTON				152.00
			2736788 - REFUND - CRAIGIE LEISURE CENTRE		152.00	
EF111071	28/04/2023	CHRISTOPHER MAY				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF110721	14/04/2023	CHURCHES OF CHRIST SPORT & RECREATION ASSOCIATION INC				5,067.61
			2012413 - RECLAIM ELECTRICITY EXPENSE FOR WATER BO		5,067.61	
112801	28/04/2023	CITY OF FREMANTLE				200.00
			126809 - LIBRARY CRAFT PROGRAM		200.00	
EF110454	14/04/2023	CLAIRE MCLEOD				250.00
			06/04/23 - REIMBURSEMENT SERVICE RECOGNITION		100.00	
			23/03/23 - REIMBURSEMENT GIFT VOUCHER		150.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF110861	28/04/2023	CLEANAWAY PTY LTD T/AS CLEANAWAY				343,388.91
			21725552 - PROCESSING OF COMMINGLED RECYCLABLES MARCH 23	00919	68,947.00	
			21729360 - BULK HARD WASTE COLLECTION 31/03/23	VP316731	157,547.04	
			21730308 - SORTING, RECOVERY / PROCESSING OF RECYCL MARCH 23	VP316731	73,772.05	
			21733102 - BULK HARD WASTE COLLECTION DEC 22	VP316731	3,932.94	
			21733103 - BULK HARD WASTE COLLECTION & PR DEC 22	VP316731	39,189.88	
EF110536	14/04/2023	CMAK TECHNOLOGIES PTY LTD (CMAKTECH)				23,167.47
			2124 - BRAMSTON PARK-CCTV CAMERA REPLACEMENTS		23,167.47	
EF110529	14/04/2023	COGNOLOGY PTY LTD				25,905.00
			4278 - COGNOLOGY 1 MARCH 2023 - 29 FEB 2024		25,905.00	
EF110868	28/04/2023	COLLEAGUES NAGELS				3,141.01
			R53194 - INFRINGEMENT ROLLS		3,141.01	
EF110523	14/04/2023	COMMERCIAL AQUATICS AUSTRALIA				1,246.77
			29182 - MATERIALS PERCENTAGE MARK-UP RATE - 15%	02820	440.00	
			29198 - LABOUR RATE NORMAL WORKING HOURS (MONDAY	02820	440.00	
			29212 - INDOOR AQUATIC PLANT ROOM - LABOUR - PER	02820	366.77	
EF110863	28/04/2023	COMMERCIAL AQUATICS AUSTRALIA				1,617.00
			29258 - CRAIGIE LEISURE CENTRE	02820	946.00	
			29259 - CRAIGIE LEISURE CENTRE	02820	671.00	
EF110722	14/04/2023	COMMITTEE FOR PERTH				7,260.00
			2636 - ANNUAL BRONZE MEMBERSHIP OF THE COMMITTE		7,260.00	
EF110525	14/04/2023	COMMON GROUND TRAILS PTY LTD				20,340.98
			INV-18961 - URBAN MTB/BMX FACILITIES PR CLAIM 4		20,340.98	
EF110534	14/04/2023	COMMUNITY GREENWASTE RECYCLING PTY LTD				101.64
			INV-2461 - GREEN WASTE DISPOSAL		101.64	
EF110521	14/04/2023	COMPAC MARKETING (AUSTRALIA) PTY LTD				9,790.00
			61935 - LIWARA CATHOLIC PRIMARY SCHOOL		1,540.00	
			61989 - WARWICK HOCKEY CENTRE		8,250.00	
EF110859	28/04/2023	COMPAC MARKETING (AUSTRALIA) PTY LTD				4,719.00
			62050 - WHITFORDS NODES PARK, HILLARYS SIGNS		2,244.00	
			62051 - WARWICK OPEN SPACE SIGNS		2,475.00	
EF110537	14/04/2023	CONSTRUCT PAVING SERVICES PTY LTD				12,882.54
			185 - REMOVE EXISTING BRICKPAVERS AND RELAY IN	01422	3,933.60	
			186 - REMOVE EXISTING BRICKPAVERS AND RELAY IN	01422	8,129.44	
			189 - REMOVE EXISTING BRICK PAVING HELSALL COU	01422	819.50	
EF110874	28/04/2023	CONSTRUCT PAVING SERVICES PTY LTD				41,368.36
			187 - 19 WAMBERAL WAY BURNS BEACH PAVING	01422	819.50	
			188 - JOONDALUP HOTEL JOONDALUP PAVING	01422	4,753.10	
			190 - 6 GOLD LANE ILUKA PAVING	01422	1,311.20	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			191 - 2 WEDGEWOOD DVE EDGEWATER PAVING	01422	819.50	
			192 - SEACREST DVE SORRENTO PAVING	01422	4,720.32	
			194 - WIRILDA CRES GREENWOOD PAVING	01422	20,585.84	
			195 - CLARKE CRES JOONDALUP PAVING	01422	5,408.70	
			196 - 16 WOODLAKE RT KINGSLEY PAVING	01422	655.60	
			197 - 17 SPORING WAY HILLARYS PAVING	01422	1,311.20	
			198 - 70 DELONIX CL WOODVALE PAVING	01422	983.40	
112781	6/04/2023	CORPORATE SERVICES PETTY CASH				934.40
			PETTY CASH P/E 28/03/23 - PETTY CASH REIMBURSEMENT P/E 28/03/23		934.40	
112793	21/04/2023	CORPORATE SERVICES PETTY CASH				1,368.00
			PETTY CASH P/E 14/04/23 - PETTY CASH REIMBURSEMENT P/E 14/04/23		1,368.00	
EF110526	14/04/2023	CORSIGN WA PTY LTD				5,794.15
			73528 - EDDYSTONE AVENUE FOOTPATH UPGARDE WORKS	VP254465	1,200.06	
			74099 - 1500 X 900 COJ CONSTRUCTIION NOTIFICATIO	VP254465	1,200.06	
			74164 - REACTIVE MATERIALS - SIGN MAINTENANCE		2,794.00	
			74255 - 1500 X 900 COJ CONSTRUCTIION NOTIFICATIO	VP254465	600.03	
EF110869	28/04/2023	CORSIGN WA PTY LTD				4,020.93
			72294 - 1000 X 600 COJ PLAYGROUND INFORMATION SIGN	VP254465	848.13	
			73047 - PLAYGROUND SIGN FOR GALSTON PARK.	VP254465	848.11	
			73659 - PRINCE REGENT PARK SIGNS	VP254465	903.96	
			73913 - ST PATRICKS ROAD, SORRENTO	VP254465	242.32	
			73916 - PARNELL AVE, SORRENTO	VP254465	265.40	
			74074 - CASTLECRAG PARK KALLAROO SIGN	VP254465	848.11	
			74459 - CUSTOM SIGN-ANIMAL EXCERCISE PARKING		64.90	
EF110594	14/04/2023	CR JOHN LOGAN				356.18
			MARCH 2023 - EXPENSE REIMBURSEMENT - MARCH 2023		356.18	
EF110934	28/04/2023	CR JOHN LOGAN				5,220.24
			ALLOW-DM-APR 2023 - DEPUTY MAYOR ALLOWANCE - APR 2023		1,916.58	
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
			APRIL 23 - EXPENSE REIMBURSEMENT - APR 23		597.83	
EF110584	14/04/2023	CR NIGEL JONES				430.35
			MARCH 2023 - EXPENSE REIMBURSEMENT - MARCH 2023		430.35	
EF110927	28/04/2023	CR NIGEL JONES				3,076.39
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
			APRIL 2023 - EXPENSE REIMBURSEMENT - APRIL 2023		370.56	
EF110973	28/04/2023	CR RUSSELL POLIWKA				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF110522	14/04/2023	CSP GROUP PTY LTD T/AS STIHL SHOP				1,052.10
			75927 - STIHL KM 130 POWER HEAD - F97724 FM4385		146.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			75934 - PARTS ONLY		12.65	
			75964#7 - BLOWER STIHL BG86 Z		386.65	
			75975#3 - PARTS ONLY		316.00	
			75976#3 - PARTS ONLY		190.80	
EF110860	28/04/2023	CSP GROUP PTY LTD T/AS STIHL SHOP				3,853.30
			75431 - PARTS		323.00	
			75576 #7 - OIL HOSE		33.20	
			76042#3 - THROTTLE CABLE		124.00	
			76043#3 - AIR FILTERS		413.20	
			76044 #3 - PARTS		70.65	
			76045 #3 - AIR FILTERS		338.00	
			76047#3 - PARTS ONLY		279.00	
			76089 - KOMBITOOL - HEDGE TRIMMER		429.55	
			76162#7 - PARTS		880.00	
			76163#7 - PARTS		349.60	
			76164#7 - PARTS		91.80	
			76169#7 - PARTS		120.00	
			76183#7 - PARTS		181.30	
			76191#7 - AIR FILTER		220.00	
EF110532	14/04/2023	CTI5 PTY LTD (CTI RISK MANAGEMENT)				346.50
			1070801 - CRAIGIE LEISURE COLLECTIONS MAR 23		148.50	
			1070802 - CASH COLLECTIONS FOR LIBRARIES MARH 23	02420	198.00	
EF110871	28/04/2023	CTI5 PTY LTD (CTI RISK MANAGEMENT)				4,610.10
			1070800 - CUSTOMER SERVICE AND LEISURE MARCH 2023		148.50	
			1070803 - TICKET PAYMENT MACHINE FOR CASH COLLECTI PARKING MARCH 23	02420	4,461.60	
EF110524	14/04/2023	CYCLUS PTY LTD				581.90
			INV-3203 - SITE CREW FOR CELEBRATE YELLAGONGA		581.90	
EF110800	28/04/2023	D WYNNE				4,187.00
			176167 - RATES REFUND		4,187.00	
EF110940	28/04/2023	DAMES NORMAN LONG				9,100.00
			49 - PRODUCTION & STAGE MANAGEMENT - AURORA		9,100.00	
EF110785	28/04/2023	DANIEL KINGSTON				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF110766	21/04/2023	DARRYN LEWIS (EPIC CATERING SERVICES)				5,360.00
			441 - CATERING JOONDALUP FESTIVAL		5,360.00	
EF110877	28/04/2023	DATA #3				238.58
			SIN000106262 - POWER PDF LICENCE		238.58	
EF110902	28/04/2023	DAVID JONATHAN OWEN BYRNE T/AS GET WET POND AND AQUARIUMS				896.50
			3067 - FOUNTAIN AT BROAD BEACH BLVD		896.50	
EF110941	28/04/2023	DAVID LAPSLEY				272.00
			2 - SALE OF ARTWORK LESS COMMISIION		272.00	
EF110518	14/04/2023	DAW HOLDINGS (WA) PTY LTD (BATTERY WORLD JOONDALUP)				199.00
			IN6060273065 - BATTERY SUPPLY/REPAIRS		199.00	
EF110910	28/04/2023	DCR NOMINEES PTY LTD T/AS HYGIENE CONCEPTS				1,152.44
			30059 - WHITFORDS NODES PUBLIC TOILETS		54.09	
			30142 - HYGIENE EQUIPMENT CRAIGIE LEISURE		1,098.35	

CEO's Delegated Payments List (Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF110884	28/04/2023	DEAN GILES LOVATT				8,500.00
			1 - AURORA - BOGAN SHAKESPEARE IMPROV D N D		2,000.00	
			2 - AURORA - BOGAN SHAKESPEARE IMPROV D N D		6,500.00	
EF110542	14/04/2023	DECIPHA PTY LTD				1,975.30
			7766125392 - MAILROOM CONTRACT FEE MARCH 23		1,975.30	
EF110724	14/04/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY				60,825.96
			MARCH 23 - BSL MARCH 2023 250 LEVIES		60,825.96	
EF110545	14/04/2023	DEPARTMENT OF TRANSPORT - VEHICLE SEARCH				1,250.45
			8042574 - VEHICLE OWNERSHIP SEARCHES MARCH 23		1,250.45	
EF110548	14/04/2023	DESIGN RIGHT PTY LTD				1,375.00
			1490 - COJ FLEET WORKSHOP		1,375.00	
EF110802	28/04/2023	DEWI POEAD ABDUL MAJID				100.00
			18/04/23 - EVENT BINS NOT SUPPLIED REFUND		100.00	
EF110882	28/04/2023	DIAMOND LOCKSMITHS PTY LTD (DIAMOND LOCK & KEY)				440.16
			271818 - HAFELE SQ BACK DRAWER LOCK RH	VP243063	196.95	
			271874 - KABA DIA (22213) QUATTRO MODULAR KEYS	VP243063	30.98	
			271885 - STORE ROOM KEY-JOONDLUP LIBRARY BASEMENT	VP243063	30.98	
			271923 - ROB BADDOCK COMMUNITY HALL	VP243063	181.25	
EF110549	14/04/2023	DIGNON, JOSEPH MATTHEW T/AS JOSEPH DIGNON				552.00
			10 24/02/23 - FACILTATOR FOR MUSIC EDGE		552.00	
EF110552	14/04/2023	DIPLOMATIK PTY LTD (DIPLOMEDIK)				10,009.86
			INV-11104 - LITTER COLLECTOR 13/03-19/03/23		1,763.04	
			INV-11106 - MOWING OPERATOR 13/03-19/03/23		1,938.74	
			INV-11159 - MOWING OPERATOR 20/03-26/03/23		1,509.28	
			INV-11160 - SERVICING PARTS & REPAIRS 20/03-26/03/23		2,248.49	
			INV-11161 - LITTER COLLECTOR 20/03-26/03/23		881.52	
			INV-11257 - MOWING OPERATOR 27/03-02/04/23		1,668.79	
EF110883	28/04/2023	DIPLOMATIK PTY LTD (DIPLOMEDIK)				8,738.66
			INV-10948 - MOWING OPERATOR 12/03/23		1,227.05	
			INV-11256 - MECHANIC 27/03-02/04/23		1,686.37	
			INV-11355 - LABOUR HIRE 09/04/23 DEPOT		1,251.59	
			INV-11357 - MECHANIC 03/04-09/04/23 DEPOT		1,686.37	
			INV-11358 - LABOUR HIRE 09/04/23 LITTER COLLECT		1,763.04	
			INV-11359 - MECHANICAL PLANT & EQUIPMENT REPAIRS 03/04-09/04/23		1,124.24	
EF110885	28/04/2023	DISPOSABLE MEDICAL SUPPLIES PTY LTD				104.95
			DMS115944 - HYPODERMIC NEEDLES		104.95	
EF110473	14/04/2023	DOMINIC ELLIS				57.50
			03/04/23 - REFUND DOG REGISTRATION REFUND OVERPAID		57.50	
EF110811	28/04/2023	DONNA-MARIE BRADTKE				540.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			1002 - SALE OF ARTWORK		540.00	
EF110761	17/04/2023	DOWNER EDI WORKS PTY LTD				204,110.54
			6014758 - AC14 75 MARSHALL BLOW - 101-200 TONNE -	01920	22,919.37	
			6014759 - SMA10 50 MARSHALL BLOW - 101-200 TONNE -	01920	53,596.85	
			6014760 - SMA10 50 MARSHALL BLOW - 101-200 TONNE -	01920	87,381.45	
			6014761 - AC14 75 MARSHALL BLOW - 101-200 TONNE -	01920	27,095.13	
			729058 - PREPARATION AND OBTAIN APPROVAL OF NON-C	03522	2,857.84	
			729061 - PREPARATION AND OBTAIN APPROVAL OF COMPL	03522	2,449.74	
			729062 - PREPARATION AND OBTAIN APPROVAL OF COMPL	03522	2,449.74	
			729063 - PREPARATION AND OBTAIN APPROVAL OF COMPL	03522	1,399.24	
			729064 - PREPARATION AND OBTAIN APPROVAL OF COMPL	03522	2,449.74	
			729065 - WHITFORDS AVE	03522	1,511.44	
EF110880	28/04/2023	DOWNER EDI WORKS PTY LTD				223,335.63
			6014836 - GRAND BOULEVARD & BOAS INTERSECTION	01920	33,808.34	
			6014837 - GRAND BOULEVARDCOLLIER TO BOAS	01920	69,463.35	
			6014847 - LAKESIDE DR	01920	48,881.81	
			6014849 - KURRAJONG PL	01920	68,732.39	
			729060 - OCEAN GATE PDE IRRIGATION MTCE	03522	2,449.74	
EF110550	14/04/2023	DOWSING GROUP PTY LTD				74,447.07
			20055 - REMOVAL AND DISPOSAL OF KERBING NORMAL W	01921	39,278.98	
			20080 - REMOVAL & DISPOSAL OF KERBING GILMERTON WAY	01921	15,532.68	
			20088 - REMOVAL & DISPOSAL OF KERBING LAMBERTIA STREET	01921	19,635.41	
EF110879	28/04/2023	DOWSING GROUP PTY LTD				28,402.37
			20171 - GRAND BLVD/ COLLIER PASS	02120	15,121.10	
			20188 - LAKESIDE DRIVE	02120	13,281.27	
EF110547	14/04/2023	DRAINFLOW SERVICES PTY LTD				17,176.50
			13264 - HIGH PRESSURE JETTING AND CLEANING OF DR	02520	2,112.00	
			13310 - POLLUTANT TRAPS	02520	1,155.00	
			13343 - EDGEWATER EDUCTION CLEANING OF GULLYS	02520	1,188.00	
			13355 - POLLUTANT TRAPS CLEAN VARIOUS AREAS	02520	2,310.00	
			13386 - POLLUTANT TRAPS CLEAN VARIOUS AREAS	02520	1,925.00	
			13399 - POLLUTANT TRAPS CLEAN VARIOUS AREAS	02520	1,540.00	
			13433 - CONTROLLED WASTE TRUCK	02520	6,946.50	
EF110878	28/04/2023	DRAINFLOW SERVICES PTY LTD				11,858.00
			10157 - HIGH PRESSURE JETTING AND CLEANING OF DRAINS EDGEWATER	02520	2,200.00	
			10448 - VARIOUS AREAS JETTING AND EDUCTING	02520	1,188.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			13426 - POLLUTANT TRAPS VARIOUS AREAS	02520	1,540.00	
			13451 - 83 & 143 GOOLLELAL DRIVE GROSS POLLUTANT TRAPS	02520	770.00	
			13466 - ALCONBURY ROAD & TOONGABBIE COURT	02520	1,155.00	
			13471 - GROSS POLLUTANT TRAP CLEANING VARIOUS AREAS	02520	1,540.00	
			13493 - GROSS POLLUTANT TRAPS CLEANING VARIOUS AREAS	02520	2,310.00	
			13510 - POLLUTANT TRAPS CLEAN LEGANA PARK	02520	385.00	
			13531 - NEIL HAWKINS & CHECHESTER PARKS GROSS POLLUTANT TRAPS	02520	770.00	
EF110543	14/04/2023	DUNBAR SERVICES (WA) PTY LTD				23.10
			73320 - EXCHANGE OF KITCHEN VENTS		23.10	
112794	21/04/2023	DUNCRAIG LIBRARY PETTY CASH				263.35
			PETTY CASH P/E 12/04/23 - REIMBURSEMENT PETTY CASH P/E 12/04/23		263.35	
EF110544	14/04/2023	DVA FABRICATIONS				2,002.00
			7109 - MOBILE ISLAND GONDOLA CHARCOAL		1,452.00	
			7109 10/03/23 - METAL BOOK TROLLEY CHARCOAL		550.00	
EF110541	14/04/2023	DYMOCKS JOONDALUP				541.24
			5437980 - BOOK VOUCHERS FOR TREASURE HUNT WINNERS		275.00	
			5437985 - VARIOUS BOOKS		94.46	
			5437986 - VARIOUS BOOKS AND ITEMS		20.69	
			5437994 - VARIOUS BOOKS AND ITEMS		85.47	
			5437996 - BOOKS		49.48	
			5437997 - BOOKS		16.14	
EF110876	28/04/2023	DYMOCKS JOONDALUP				838.63
			5438004 - ILLS ITEMS AS REQUESTED		61.18	
			5438014 - ILLS ITEMS AS REQUESTED		248.22	
			5438018 - ILLS ITEMS AS REQUESTED		141.26	
			5438029 - ILLS ITEMS AS REQUESTED		356.48	
			5438030 - ILLS ITEMS AS REQUESTED		31.49	
EF110546	14/04/2023	DYNAMIC AUDIO VISUAL SOLUTIONS PTY LTD (PRO AV SOLUTIONS				148,907.62
			8372 - AV SUPPLY AND INSTALL TO CONF ROOM ONE		148,907.62	
EF110558	14/04/2023	E GROUP HOLDINGS PTY LTD (E FIRE & SAFETY)				2,824.80
			581634 - FIRE PROTECTION SERV JOONDALUP ADMIN	01922	110.00	
			582208 - FIRE PROTECTION SERV WOC ADMIN & WORKSHOPS	01922	232.10	
			582463 - REPLACE FIRE BOOSTER GAUGE AND SIGNAGE	01922	398.20	
			582474 - CALLOUT 08.03.23- ISOLATION ZONES 4&20	01922	209.00	
			582485 - ADMIN BUILDING	01922	104.50	
			582486 - SERVER ROOM, L1 - UPS	01922	104.50	
			582742 - DUNCRAIG LIBRARY	01922	55.00	
			582743 - WOODVALE COMMUNITY CARE	01922	55.00	
			582745 - WHITFORDS LIBRARY	01922	55.00	
			582746 - FIRE PROTECTION SERV WOODVALE LIBRARY	01922	55.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			582855 - WORK OPERATION CENTRE	01922	88.00	
			582993 - JOONDALUP CIVIC CENTRE	01922	1,094.50	
			582996 - CRAIGIE LEISURE CENTRE	01922	104.50	
			583002 - CRAIGIE LEISURE CENTRE	01922	55.00	
			583053 - JOONDALUP ADMINISTRATION	01922	104.50	
EF110890	28/04/2023	E GROUP HOLDINGS PTY LTD (E FIRE & SAFETY)				3,851.65
			582992 - FIRE PROTECTION SERVICING 2023	01922	55.00	
			583531 - COJ ADMINISTRATION-ISOLATE ALARMS	01922	156.75	
			583548 - FIRE DETECTION AND ALARM SYSTEMS AS 1851	01922	55.00	
			583549 - TESTING OF FIRE PUMPS AND TANKS WOC	01922	71.50	
			583555 - FIRE PROTECTION SERVICING 2023 MULTI STOREY CAR PARK	01922	55.00	
			583556 - MULTI STOREY CAR PARK-FIRE PROTECTION	01922	99.00	
			583557 - FIRE PROTECTION SERVICING 2023 JOONDALUP LIBRARY	01922	55.00	
			583558 - FIRE PROTECTION -FIRE PROTECTION SERV JOONDALUP LIBRARY	01922	27.50	
			583764 - CURRAMBINE COMMUNITY CENTRE	01922	544.50	
			583812 - MONTHLY SERVICING OF FIRE EQUIPMENT WOC	01922	2,385.90	
			583874 - JOONDALUP ADMINISTRATION CENTRE	01922	55.00	
			583876 - MULTI STOREY CAR PARK	01922	104.50	
			583910 - HEATHRIDGE COMMUNITY CENTRE	01922	187.00	
EF110888	28/04/2023	E W C S UNIT TRUST (ENVIRO SWEEP)				10,880.14
			108600 - SORRENTO BEACH NORTH SWEEPING	02221	3,751.00	
			108668 - SWEEPING OF DUAL USE PATHSVARIOUS AREAS	02221	2,613.60	
			108676 - HILLARYS FOOTPATHS SWEEPING	02221	847.00	
			108678 - WIRILDA DR, GREENWOOD SWEEPING	02221	284.63	
			108679 - MAPLE ST, GREENWOOD SWEEPING	02221	221.38	
			108680 - TURRAMURRA WY, GREENWOOD SWEEPING	02221	790.63	
			108686 - SOUTHPORT LP, BURNS BEACH SWEEPING	02221	2,371.90	
EF110555	14/04/2023	EASISALARY PTY LTD				2,777.33
			05/04/23 - GST ADJUSTMENT MARCH 23		2,777.33	
EF110554	14/04/2023	ECONOMIC DEVELOPMENT AUSTRALIA				3,465.00
			INV-888 - ELECTIVE 2.8 ECONOMIC DEVELOPMENT EQUITY		1,980.00	
			INV-897 - EDA ECONOMIC DEVELOPMENT: BEC KENNEDY		1,485.00	
EF110582	14/04/2023	EDWARD JURAS T/AS FERAL INVASIVE SPECIES ERADICATION				962.50
			1677 - REACTIVE CONTRACTORS - FERAL ANIMAL CONT		962.50	
EF110121	4/04/2023	ELECTRICITY GENERATION AND RETAIL T/A SYNERGY ELECTRONIC BIL				147,064.10
			2001831683 - UCOCEAN REEF RD LIGHTING 5178600619		717.40	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			2093762028 - WALTER PADBURY BVD 5234646313		176.67	
			230706020 210323 - BRAMSTON VSTA INV 2053770590 5123136912		1,352.45	
			3000194841 - BANKS AVE, HILLARYS 8014304319		121.60	
			3000195834 - GROUPED ELECTRICITY 8035419619		142,732.18	
			3000196583 - BANKS AVE, HILLARYS 8014304319		1,115.26	
			346547680 16/03/23 - DUGDALE STREET INVOICE 2073760433 5231232113		848.54	
EF110751	14/04/2023	ELECTRICITY GENERATION AND RETAIL T/A SYNERGY ELECTRONIC BIL				358,740.84
			2057764479 - KATRINE PARK 5274384315		304.80	
			3000197467 - GROUPED ELECTRICITY #6455923022		88,503.77	
			7568991322 - STLIGHTS MONTHLYSTVISION 7568991322		269,932.27	
EF111078	28/04/2023	ELECTRICITY GENERATION AND RETAIL T/A SYNERGY ELECTRONIC BIL				81,230.62
			2065792973 - BRAMSTON PARK SPORTING FACILITY 230706020		1,283.49	
			2073780100 - UA 1 ASSEMBLY WAY, GREENWOOD 394422570 DANDJOO PARK BORE		535.39	
			3000197565 - GROUP PAYMENT 8035419619 030423		78,247.17	
			3000198163 - WHITFORDS SENIORS CITZ 8014304319		1,164.57	
EF110672	14/04/2023	ELEMENT ADVISORY PTY LTD (THE PLANNING GROUP AUSTRALIA)				797.50
			58908 - CITY OF JOONDALUP LOCAL HERITAGE SURVEY		797.50	
EF110725	14/04/2023	ELLIOTTS IRRIGATION PTY LTD (ELLIOTTS FILTRATION)				1,251.14
			F27878 - LAKE AT MCCUBBIN PARK	00820	500.50	
			F27879 - GASCOYNE PARK-REPAIRS TO THE I/O UNIT	00820	750.64	
EF110887	28/04/2023	ENGAGING EDUCATION PTY LTD				10,989.00
			CTC23/IS/COJ - YEAR 9 CAREERS CONFERENCE SPONSORSHIP		10,989.00	
EF110480	14/04/2023	ENGINEERING ON DEMAND (WA) PTY LTD				171.65
			BPU23/0135 - BUILDING PERMIT - FEES PAID TWICE		171.65	
EF110726	14/04/2023	ENVIRONMENTAL HEALTH AUSTRALIA				3,170.00
			68642 - 2023 EHA STATE CONFERENCE		840.00	
			68694 - 2023 EHA STATE CONFERENCE		2,330.00	
EF110886	28/04/2023	ENVIRONMENTAL INDUSTRIES PTY LTD				4,058.80
			C30567 - MOWING BUILDING AREA 13/03/23	VP195858	2,029.40	
			C31384 - MOWING BUILDING AREAS COLLECT ALL CLIPPINGS FEB 2023	VP195858	2,029.40	
EF110995	28/04/2023	ENVIROPATH PTY LTD T/AS SPOTS ALL SURFACE CLEANING				418.00
			3483 - ORIANA PLACE, CURRAMBINE REPAIRS	VP215140	418.00	
EF110452	14/04/2023	ERIKA EVERITT				33.66
			04/04/23 - REIMBURSEMENT FOR RESOURCE BOOKS		33.66	
EF110553	14/04/2023	ESRI AUSTRALIA PTY LTD				18,480.00
			9090006951 - ADVISORY SERVICES		18,480.00	
EF110557	14/04/2023	ESTIMATING & CIVILS AUSTRALIA PTY LTD				109,420.54

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			INV-0292 - SORRENTO PARKING UPGRADE		109,420.54	
EF110762	17/04/2023	ESTIMATING & CIVILS AUSTRALIA PTY LTD				193,870.41
			INV-0290 - JOONDALUP DRIVE SHARED PATH UPGRADE		193,870.41	
EF110889	28/04/2023	ESTIMATING & CIVILS AUSTRALIA PTY LTD				141,398.36
			INV-0293 - KINGSLEY WHITFORDS INTERSECTION		139,253.36	
			INV-0298 - MINOR ADJUSTMENTS TO PEDESTRIAN FACILITY NATURALISTE BVD, ILUKA		2,145.00	
EF110486	14/04/2023	EVERABILITY LTD				295.00
			DA23/0138 - REFUND DEVELOPMENT APPLICATION FEE		295.00	
EF110601	14/04/2023	FEED THE TIGER PTY LTD (MACKAY URBAN DESIGN)				500.00
			05/04/23 - JOONDALUP DESIGN REVIEW		500.00	
EF110728	14/04/2023	FILTER DISCOUNTERS PTY LTD				435.60
			230353 - 400HR S/S 98417 1GZH63 TORO 360 FM43702		435.60	
EF111057	28/04/2023	FILTER DISCOUNTERS PTY LTD				81.18
			231111 - OIL FILTER		29.26	
			231471 - HYDRAULIC FILTER		51.92	
EF110560	14/04/2023	FIND WISE LOCATION SERVICES				1,280.40
			5833 - GOLDFINCH LOOP, WOODVALE LOCATE SERVS		382.80	
			5847 - ELLISON PARK LOCATE SERVICES		514.80	
			5882 - IRRIGATION - CHICHESTER PARK		382.80	
EF110892	28/04/2023	FIND WISE LOCATION SERVICES				3,971.00
			5899 - COCKMAN, GREENWOOD, ELLERSDALE PARK		2,384.80	
			5901 - MCCUBBIN BLVD, WOODVALE LOCATED SERVICES		514.80	
			5904 - JOONDALUP DRIVE NEAR BURNS BEACH ROAD LOCATE SEVS		1,071.40	
EF110788	28/04/2023	FIONA MILLER				126.00
			2730737 - REMAINING TEAM CREDIT		126.00	
EF110562	14/04/2023	FLEXI STAFF GROUP PTY LTD (FLEXI STAFF)				24,807.30
			6812 - LABOUR HIRE W/E 10/2/23		1,851.71	
			7825 - LABOUR HIRE		218.30	
			7826 - DAY LABOUR HIRE W/E 24/03/23 DEPOT		2,446.29	
			7827 - DAY LABOUR HIRE W/E 24/03/23 DEPOT		2,446.29	
			7828 - LABOUR HIRE W/E 24/3/23		2,321.55	
			7829 - LABOUR HIRE		1,409.51	
			7830 - LABOUR HIRE W/E 24/3/23		1,470.69	
			7877 - LABOURER PARKS & GARDENS W/E 24/03/23		1,851.71	
			7878 - MOWER W/E 24/03/23		1,851.71	
			8011 - LABOUR HIRE 28 - 31.03.23		2,120.58	
			8015 - LABOUR HIRE W/E 31/3/23		1,879.35	
			8178 - AGENCY STAFF - MACHINE OPERATOR W/E 06/04/23		2,120.58	
			8181 - LABOUR HIRE W/E 06/04/23 DEPOT		1,879.35	
			8217 - MOWER W/E 05/04/23 DEPOT		939.68	
EF110897	28/04/2023	FLEXI STAFF GROUP PTY LTD (FLEXI STAFF)				24,070.11
			8012 - DAY LABOUR HIRE BRICK PAVER W/E 31/03/2		1,980.33	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			8013 - DAY LABOUR HIRE CONSTRUCTION W/E 31/03/23		1,980.33	
			8014 - DAY LABOUR HIRE - CONSTRUCTION W/E 31/03/2		1,879.35	
			8016 - DAY LABOUR HIRE CONSTRUCTION W/E 31/03/23		1,980.33	
			8056 - LABOURER - PARKS & GARDENS 31/03/23		1,409.51	
			8057 - MOWER 27/3/23 TO 31/3/23 DEPOT		1,851.71	
			8179 - BRICK PAVER 03/04-06/04/23 DEPOT		1,980.33	
			8180 - LABOURER CONSTRUCTION W/E 06/04/23 DEPOT		1,879.35	
			8182 - DAY LABOUR HIRE W/E 06/04/23 CONSTRUCTION DEPOT		1,980.33	
			8216 - LABOUR HIRE 06/04/23 DEPOT		1,409.51	
			8248 - LABOURER CONSTRUCTION W/E 06/04/23 DEPOT		1,980.33	
			8377 - LABOURER PARKS & GARDENS 11/04-14/04/23		1,879.35	
			8378 - GARDENER 11/04-14/04/23 DEPOT		1,879.35	
EF110894	28/04/2023	FOCUS CONSULTING WA PTY LTD				550.00
			2223-061-2 - PINNAROO POINT REPAIRS		550.00	
EF110895	28/04/2023	FORESTVALE TREES PTY LTD				2,805.00
			16208 - TREE PLANTING		2,805.00	
EF110921	28/04/2023	FORTIS SECURITY PTY LTD (INTECH INTEGRATED SYSTEMS)				285.12
			414429 - SERVER REPLACEMENT REID PROMENADE MULTI- STOREY CARPARK		285.12	
EF110729	14/04/2023	FOXTEL CABLE TELEVISION PTY LTD				155.00
			437206816 - CRAIGIE LEISURE CENTER		155.00	
EF110953	28/04/2023	FRED MARIS				360.00
			05/04/23 - SALE OF ARTWORK LESS COMMISSION		360.00	
EF110559	14/04/2023	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD				3,256.00
			CV528468 - REFERENCE PHOTOCOPIER		79.32	
			CV531158 - LIBRARY ADMIN PHOTOCOPIER USAGE COSTS		75.87	
			CV531164 - PRINTROOM BASEMENT PHOOCOPYING MARCH 23		3,100.81	
EF110891	28/04/2023	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD				954.80
			QH332605 - PRINTROOM BASEMENT, COJ BOAS AVENUE MAY 23		477.40	
			QH332705 - PRINTROOM BASEMENT, COJ BOAS AVENUE MAY 23		477.40	
EF110622	14/04/2023	FUNDAY INVESTMENTS PTY LTD T/AS OUTBACK SPLASH				754.00
			55883054-225222 - ANCHORS YOUTH EVENT SERIES ACTIVITY		754.00	
EF110477	14/04/2023	G V & C S OCONNELL				1,832.86
			105697 - RATES REFUND		1,832.86	
EF110733	14/04/2023	GAMESWORLD (WA) PTY LTD				339.92
			JOO-27780 - BOARD AND CARD GAMES		339.92	
EF110716	14/04/2023	GEORGIA LEANNE WILEY				300.00
			1004 - JOONDALUP FESTIVAL INFLUENCER CAMPAIGN		300.00	
EF110875	28/04/2023	GERARD JOHN DUGGAN (COMMERCIAL KITCHEN SERVICES WA)				544.50
			CKS-2686 - CRAIGIE LEISURE CENTRE CAFE LIFE		544.50	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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EF111059	28/04/2023	GOLDEN AGE HEALTH PRODUCTS CUSTOM BUILT SAUNAS				425.00
			2101 - REPAIR OF STEAM ROOM		425.00	
EF110567	14/04/2023	GOLDPIN CORPORATION PTY LTD (GYMCARE)				484.33
			9876 - GYM SERVICE - COURT 4		484.33	
EF110903	28/04/2023	GOLDPIN CORPORATION PTY LTD (GYMCARE)				158.07
			9927 - SEATED LEG CURL FIX CLC		158.07	
EF110506	14/04/2023	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD (BEAUREPAIRES)				3,014.63
			6413001207 - BEAUREPAIRS KEWDALE 1TPO323 - COASTMAC		106.72	
			6413002658 - BEAUREPAIRS KEWDALE1HBQ371 - HINO 921-		397.71	
			6413006513 - TYRES & TUBES		2,510.20	
EF110839	28/04/2023	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD (BEAUREPAIRES)				1,953.49
			6413019793 - PARTS		1,714.81	
			6413029552 - TYRES & TUBES		29.76	
			6413029633 - PUNCTTURE MOWER TROLLEY - TYRES & TUBES		188.20	
			6413029904 - PUNCTURE - TYRES & TUBES		20.72	
EF110617	14/04/2023	GPC ASIA PACIFIC PTY LTD (NAPA)				2,017.38
			1950049893 - PARTS ONLY		870.10	
			1950049977 - PARTS ONLY		463.84	
			1950050036 - PARTS		311.45	
			1950050094 - PARTS ONLY		62.00	
			1950050117 - PARTS ONLY		62.00	
			1950050122 - PARTS		185.99	
			1950050136 - PARTS		62.00	
EF110966	28/04/2023	GPC ASIA PACIFIC PTY LTD (NAPA)				1,329.90
			1950050598 - PARTS		229.90	
			1950050742 - PARTS ONLY		260.70	
			1950051850 - LITHIUM JUMP STARTER		572.00	
			1950052389 - GLOVES		267.30	
EF110732	14/04/2023	GREEN SKILLS INC				4,655.68
			P3287 - LABOUR HIRE 30/01-10/02/23 DEPOT		4,655.68	
EF111060	28/04/2023	GREEN SKILLS INC				3,644.92
			P3325 - LABOUR HIRE FEB/MARCH 23		3,644.92	
EF110568	14/04/2023	GREENSTEAM AUSTRALIA PTY LTD				53,121.90
			GSA-3178 - NON CHEMICAL WEED CONTROL	01822	53,121.90	
EF110564	14/04/2023	GREENWOOD PARTY HIRE				7,017.90
			B21964 - FOLDING CHAIRS		2,950.00	
			B22002 - MARQUEES & FURNITURE HIRE		1,754.80	
			B22056 - MARQUEE HIRE		1,690.00	
			B22075 - HILLARYS MARINA MARQUEE FOR BOLSTER & LEE		623.10	
EF110899	28/04/2023	GREENWOOD PARTY HIRE				3,504.10
			B21873 - MARQUEES AND FURNITURE JF		2,855.50	
			B22009 - COFFEE PERCULATOR HIRE		30.00	
			B22047 - CITY MARQUEE HIRE-MITP 3		618.60	
EF110901	28/04/2023	GREENWORX COMMERCIAL MAINTENANCE PTY LTD				26,499.68
			96501 - ENTRY STATEMENTS MTCE JAN23		2,454.84	
			96502 - JOONDALUP DR, HODGES & SHENTON AVE MTCE JAN 23		1,549.15	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			96504 - WHITFORDS AVE & NORTHSHORE DRIVE MTCE SERV JAN 23		730.75	
			96505 - PINNACLE, ORIENT & BRAMSTON PARKS, MTCE JAN 23		781.00	
			96506 - ORIENT PARK ESTATE MOWING JAN 23		357.50	
			96508 - WHITFORDS, WOODVALE, CRAIGIE & WARWICK MTCE JAN 23		962.14	
			97764 - WOODVALE WATERS FEB 23	VP177052	2,983.75	
			99247 - LANDSCAPE MAINTENANCE SERVI HARBOUR RISE ESTATE MARCH 23	01120	7,823.56	
			99249 - LANDSCAPE MAINTENANCE ENTRY STATEMENTS MARCH 23		2,454.84	
			99250 - JOONDALUP DR, HODGES TO SHENTON AVE MTCE MARCH 23		1,549.15	
			99251 - PROVISION OF LANDSCAPE MAINTENANCE SERVI WOODVALE WATERS MAR 23	VP177052	2,983.75	
			99253 - LANDSCAPE MAINTENANCE SERV MARCH 23		730.75	
			99254 - PINNACLE, ORIENT & BRAMSTON PARKS MTCE MARCH 23		781.00	
			99255 - ORIENT PARK ESTATE MOWING MARCH 23		357.50	
EF110780	28/04/2023	HALLMARK DEVELOPMENTS WA PTY LTD				532.74
			BPC23/0240 - CTF LEVY PAID TWICE IN ERROR		532.74	
EF110907	28/04/2023	HART SPORT				765.00
			10178540 - SWIM EQUIPMENT		765.00	
EF110734	14/04/2023	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED				5,400.30
			51441636 - KENDRICK 05.02.23		1,654.58	
			51469609 - PHILLIP KENDRICK		1,654.58	
			51522562 - LABOUR HIRE W/E 19/3/23		1,654.58	
			51538499 - DYLAN SAYERS WE 19/3/23		436.56	
EF111062	28/04/2023	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED				2,240.24
			51483529 - LABOUR HIRE W/E 26/02/23 DEPOT		426.71	
			51496503 - LABOUR HIRE W/E 05/03/23 DEPOT		1,813.53	
EF110914	28/04/2023	HAZ ENVIRO SOLUTIONS PTY LTD				3,937.45
			204929 - HILLARYS ANIMAL EXERCISE BEACH ASBESTOS DISPOSAL		1,210.00	
			204938 - OIL AND HYDROCARBON DRUM DISPOSAL		2,727.45	
EF110858	28/04/2023	HAZEL BARNES				200.00
			1 - SALES OF ARTWORK LESS COMMISSION		200.00	
EF110572	14/04/2023	HCL AUSTRALIA SERVICES PTY LIMITED				99,265.14
			7000184894 - EBP IMPLEMENTATION CONSULTANCY SERVICES	00322A	99,265.14	
EF110915	28/04/2023	HCL AUSTRALIA SERVICES PTY LIMITED				64,344.19
			7000188710 - SOFTWARE DEVELOPMENT CHARGES	00322A	64,344.19	
EF110908	28/04/2023	HEADSET' ERA				357.50
			12323 - SPARE BATTERY WITH SWITCH		357.50	
EF110463	14/04/2023	HELEN E NELSON				1,423.58
			193294 - RATES REFUND		1,423.58	
EF110937	28/04/2023	HELENE PTY LTD (LOGO APPOINTMENTS)				11,781.87

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			H2139 - MOWER OPERATOR W/E 18/02/23 DEPOT		2,377.24	
			H2317 - EXPENDITURE SERVICES OFFICER 27/03/23- 01/04/23		2,301.16	
			H2341 - EXPENDITURE SERVICES OFFICER W/E 08/04/23		1,837.73	
			H2342 - MOWER OPERATOR W/E 08/4/23 DEPOT		1,398.38	
			H2362 - EXPENDITURE SERVICES OFFICER W/E 15/04/23		1,965.57	
			H2363 - MOWER OPERATOR W/E 15/04/23 DEPOT		1,901.79	
EF110571	14/04/2023	HERITAGE WAY PTY LTD				10,283.35
			169609 - LANDSCAPE - WORKS OPS CENTRE		10,283.35	
EF110117	4/04/2023	HICKEY CONSTRUCTIONS PTY LTD				194,431.27
			3129 - JOONDALUP LIBRARY	01021	34,221.55	
			3157 - FLINDERS COMMUNITY CENTRE - ROOF REPLACE	01021	160,209.72	
EF110570	14/04/2023	HICKEY CONSTRUCTIONS PTY LTD				123,342.76
			3205 - WHITFORDS NODES- DECKING JACOBS LADDER	01021	720.53	
			3206 - SORRENTO TENNIS CLUB - FENCING	01021	2,632.85	
			3213 - WHITFORDS NODES COMPUTER ROOM REPAIRS	01021	2,870.45	
			3261 - CRAIGIE LEISURE CENTRE	01021	10,817.68	
			3262 - CRAIGIE LEISURE CENTRE	01021	11,069.87	
			3263 - IMS REFURBISHMENT	01021	48,057.74	
			3264 - JOONDALUP ADMINISTRATION	01021	10,729.66	
			3265 - JOONDALUP ADMINISTRATION	01021	19,930.24	
			3269 - BEACHSIDE PARK	01021	838.31	
			3271 - CRAIGIE OPEN SPACE BUSHLAND REPAIRS	01021	3,733.21	
			3277 - BURNS BEACH WOODEN STAIRWAY REPAIRS.	01021	297.00	
			3282 - JOONDALUP ADMIN LEVEL 1 IMS REPAIRS	01021	11,353.38	
			3285 - CENTRAL PARK BOARD WALK REPAIRS	01021	291.84	
EF110911	28/04/2023	HICKEY CONSTRUCTIONS PTY LTD				172,569.18
			3244 - ADMIRAL PARK CLUBROOMS	01021	21,927.13	
			3252 - SORRENTO SURF LIFE SAVING CLUB	01021	562.54	
			3253 - JOONDALUP ADMINISTRATION - KEY CABINET	01021	178.75	
			3254 - COJ ADMINISTRATION-FURNITURE REMOVAL	01021	398.75	
			3255 - CRAIGIE LEISURE CENTRE	01021	385.55	
			3256 - CHICHESTER PARK - FIT OUT	01021	925.38	
			3258 - CRAIGIE LEISURE CENTRE	01021	1,079.23	
			3259 - CRAIGIE LEISURE CENTRE	01021	1,079.23	
			3266 - KEY WEST TOILETS	01021	747.34	
			3267 - DUNCRAIG CHILD HEALTH CLINIC	01021	1,671.40	
			3268 - JOONDALUP ADMINISTRATION - BIRD NETTING	01021	9,953.08	
			3270 - CRAIGIE LEISURE CENTRE - REPLACE DOOR HARDWARE	01021	903.49	
			3272 - VARIOUS PARKS - QUALIFIED CARPENTER	01021	1,331.97	

CEO's Delegated Payments List (Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			3273 - CALECTASIA COMMUNITY HALL	01021	317.90	
			3274 - CHRISTCHURCH PARK TOILETS	01021	261.25	
			3275 - CENTRAL PARK TOILETS	01021	982.04	
			3276 - CALEDONIA PARKTOILETS	01021	261.25	
			3283 - CRAIGIE LEISURE CENTRE	01021	68.75	
			3284 - JOONDALUP CIVIC CHAMBERS	01021	123.75	
			3286 - KINGSLEY MEMORIAL CLUBROOMS	01021	300.30	
			3287 - AFTER HOURS STANDBY	01021	419.65	
			3288 - AFTER HOURS STANDBY 14TH MARCH	01021	419.65	
			3289 - GROVE CHILD CARE CENTRE	01021	2,980.27	
			3290 - FALKLAND PARK TOILETS	01021	337.28	
			3291 - WHITFORDS LIBRARY	01021	178.75	
			3292 - PENISTONE PARK CLUBROOMS	01021	2,123.11	
			3293 - GIBSON PARK CLUBROOMS	01021	210.38	
			3294 - ADMIN BASEMENT CARPARK	01021	1,050.35	
			3295 - HARBOUR VIEW PARK SECURITY GATES	01021	5,014.74	
			3296 - WARWICK COMMUNITY CARE CENTRE REPAIRS	01021	413.61	
			3297 - CALECTASIA COMMUNITY HALL REPAIRS	01021	1,392.05	
			3298 - HEATHRIDGE COMMUNITY CENTRE REPAIRS	01021	626.54	
			3300 - MOOLANDA ELC REPAIRS	01021	123.75	
			3303 - CRAIGIE LEISURE CENTRE REPAIRS	01021	973.50	
			3306 - AFTER HOURS STANDBY 28/03-04/04/23	01021	419.65	
			3309 - OCEAN REEF PARK	00222	112,426.82	
EF110954	28/04/2023	HIGGO NOMINEES PTY LTD (MIDLAND SAND & SOILS SUPPLIES)				370.00
			35433 - NEIL HAWKINS PARK JOONDALUP		370.00	
EF110916	28/04/2023	HIGHWIRE ENTERTAINMENT PTY LTD				7,508.88
			INV-23042502 - AURORA – PETIT CIRCUS BON APPETIT		7,508.88	
EF110736	14/04/2023	HODGE COLLARD PRESTON UNIT TRUST T/AS HODGE COLLARD PRESTON				15,586.34
			672034 - CRAIGIE LEISURE CENTRE REFURB	00620	7,369.34	
			892117 - SORRENTO SLSC CONCEPT DESIGN REVISIONS		3,267.00	
			892118 - SORRENTO SLSC CONCEPT DESIGN REVISIONS		4,950.00	
EF110906	28/04/2023	HOLCIM (AUSTRALIA) PTY LTD T/AS HUMES				5,305.34
			9408601782 - COMBINATION GRATED SIDE ENTRY	02722	1,819.09	
			9408601783 - GRATED COVER RAISED/FLUSH 25MM WITH LOCK	02722	3,486.25	
EF110735	14/04/2023	HYDROQUIP PUMPS				92,495.70
			INV-43888 - WENTWORTH PARK REPAIRS	03419	6,732.00	
			INV-43932 - WENTWORTH PARK	04222	2,376.00	
			INV-43990 - BLUELAKE SOUTH PUMP UNIT SERVICING	04222	3,657.50	
			INV-44026 - GIBSON PARK	04222	13,824.80	
			INV-44027 - SHEOAK PARK	04222	6,107.20	
			INV-44077 - BURNS BCH &SORRENTO BOWLING: IRRIGATION	04222	4,276.80	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-44080 - ELLERSDALE PARK	03419	5,962.00	
			INV-44081 - WARRANDYTE PARK	03419	5,962.00	
			INV-44082 - BEAUMARIS PARK	03419	5,577.00	
			INV-44083 - WHITFORDS NODES 1 (DRAW DOWN BORE)	04222	466.40	
			INV-44084 - OCEAN REEF PARK		37,224.00	
			INV-44085 - CAMBERWARRA PARK	03419	330.00	
EF111063	28/04/2023	HYDROQUIP PUMPS				63,565.70
			INV-44035 - WENTWORTH PARK	04222	6,583.50	
			INV-44075 - IRRIGATION OCEAN REEF PARK		50,325.00	
			INV-44087 - TIMBERLANE PARK	04222	466.40	
			INV-44089 - WENTWORTH PARK	04222	3,803.80	
			INV-44104 - WARRIGAL PARK	04222	819.50	
			INV-44105 - CASTLECRAG PARK	04222	1,567.50	
EF110681	14/04/2023	ILLION AUSTRALIA PTY LTD (TENDERLINK.COM)				184.80
			AU-548118 - PUBLIC TENDER NOTICE FEE		184.80	
EF110774	28/04/2023	ILUKA HOMEOWNERS ASSOCIATION				690.00
			1154415 - REFUND MEMORIAL INSTALLATION		690.00	
EF110575	14/04/2023	INSTANT PRODUCTS HIRE				7,622.43
			153921 - HIRE OF EQUIPMENT & SERVS CHICHESTER PARK WOODVALE		7,354.71	
			155256 - TOILETS - GREASE EXPERIENCE		267.72	
EF110918	28/04/2023	INSTANT PRODUCTS HIRE				13,944.70
			155392 - 109 TRAPPERS DRIVE, WOODVALE TEST & TAG		13,433.20	
			155457 - 109 TRAPPERS DRIVE CLEANING EQUIPT		511.50	
EF110576	14/04/2023	INTELIFE GROUP				25,372.60
			CIT007-012023BBQ - BBQ CLEANING VARIOUS AREAS JAN 23	02322	13,292.40	
			CIT007-B0223BBQ - BBQ MAINTENANCE - FEBRUARY 2023	02322	12,080.20	
EF110919	28/04/2023	INTELIFE GROUP				13,888.05
			CIT007-122022L2 - BBQ CLEANING VARIOUS AREAS DEC 22	02322	13,888.05	
EF110577	14/04/2023	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD				2,288.23
			AUD255720 - STOREAGE AND RETRIEVE OF RECORDS		44.00	
			AUD259436 - STOREAGE AND RETRIEVE OF RECORDS		2,244.23	
EF110580	14/04/2023	IRP PTY LTD (INDUSTRIAL RECRUITMENT PARTNERS)				2,653.54
			C INV 22547 - LABOUR HIRE W/E 02/04/23 DEPOT		1,326.77	
			CINV22508 - LUCA VILLARAGGIA 13 MAR TO 17 MAR 2022		1,326.77	
EF110923	28/04/2023	IRP PTY LTD (INDUSTRIAL RECRUITMENT PARTNERS)				1,769.02
			CINV22588 - LABOUR HIRE W/E 09/04/23 DEPOT		1,769.02	
EF110925	28/04/2023	IRS PTY LTD				695.65
			INV576025 - COMPRESSION LATCH TRIANGLE		695.65	
EF110737	14/04/2023	ISUBSCRIBE PTY LTD				469.65
			INV-45100 - SUBSCRIPTIONS		72.00	
			INV-45102 - SUBSCRIPTIONS		397.65	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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EF110866	28/04/2023	IXOM OPERATIONS PTY LTD				3,846.00
			6653875 - SUPPLY OF CHLORINE GAS CLC		354.12	
			6654459 - SUPPLY OF CHLORINE GAS CLC		3,491.88	
EF110507	14/04/2023	J BLACKWOOD & SON LTD				2,236.56
			SI04027365 - GENERAL PURPOSE GLOVES PROSAFE NITRILE U		229.50	
			SI04027365 - GENERAL PURPOSE GLOVES PROSAFE NITRILE U	VP253695	22.44	
			SI04274225 - DRILL DOUBLE NO 11		101.55	
			SI04298170 - GLASSES SAFETY UVEX WARRIOR DARK	VP253695	592.90	
			SI04298436 - MECHANIX WEAR M-PACT MPT-58 SYNTHETIC LE	VP253695	571.12	
			SI04301895 - WATER COOLER 5 LITRES	VP253695	252.05	
			SI04309370 - FURNITURE MAINTENANCE		182.80	
			SI04321164 - DISHWASHING LIQUID 1LTR		112.07	
			SI04339356 - EARMUFFS ABOVE HEAD 31DB – CLASS 5	VP253695	143.44	
			SI04346992 - EARMUFFS ABOVE HEAD	VP253695	28.69	
EF110840	28/04/2023	J BLACKWOOD & SON LTD				31.03
			SI04419705 - DRILL REO SDS PLUS		31.03	
EF110710	14/04/2023	J.D CAFFEY & CAFFEY FAMILY TRUST T/AS WESTBOOKS				105.64
			334492 - JOONDALUP LIBRARY-ADULT FCTION &CHILDREN		105.64	
EF111040	28/04/2023	J.D CAFFEY & CAFFEY FAMILY TRUST T/AS WESTBOOKS				105.60
			335162 - TITLES AS SELECTED		10.49	
			335163 - TITLES AS SELECTED		11.86	
			335164 - TITLES AS SELECTED		17.49	
			335165 - TITLES AS SELECTED		27.28	
			335166 - TITLES AS SELECTED		20.99	
			335167 - TITLES AS SELECTED		17.49	
EF110948	28/04/2023	J.M LEFROY & M.B LEFROY T/AS MUSEUMS WITHOUT WALLS				450.00
			218 - PRESENTER FOR SCHOOL HOLIDAY EVENT		450.00	
EF110446	14/04/2023	JACKSON MCDONALD				3,940.20
			529789 - LEGAL FEES		3,940.20	
EF110770	28/04/2023	JACKSON MCDONALD				11,000.00
			530142 - LEGAL ADVICE		11,000.00	
EF111001	28/04/2023	JAMES ALEXANDER SEARLE				4,500.00
			COJ2304 - AURORA - SOUKOUSS		4,500.00	
EF110510	14/04/2023	JAMES BENNETT PTY LTD				217.32
			4793166 - JUNIOR MOVIES		18.36	
			4793167 - BOOKS		28.77	
			4793168 - ITEMS AS SELECTED		32.80	
			4793169 - LIBRARY STOCK		47.15	
			4793452 - DUNA - DISCRETIONARY		25.19	
			4793453 - JOOA - DISCRETIONARY		65.05	
EF110843	28/04/2023	JAMES BENNETT PTY LTD				655.14
			4793451 - WODA - DISCRETIONARY		104.38	
			4794084 - WODA - DISCRETIONARY		46.31	
			4794085 - WHIA - DISCRETIONARY		39.98	
			4794086 - ITEMS AS SELECTED		110.81	
			4794087 - JOOA - DISCRETIONARY		92.26	
			4794088 - DUNA - DISCRETIONARY		37.55	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			4794749 - ITEMS AS SELECTED		23.17	
			4794750 - ITEMS AS SELECTED		21.57	
			4794751 - ITEMS AS SELECTED		47.96	
			4794752 - IN DEMAND		115.52	
			4794754 - JOOA - DISCRETIONARY		15.63	
EF110665	14/04/2023	JAMES WINGATE SHER (SPACESCAN)				632.50
			707 - VIRTUAL TOUR FEE FOR CAE 2023		632.50	
EF110635	14/04/2023	JANE ELLEN PELUSEY				500.00
			INV-0355 - JOONDALUP LIBRARY PHOTOGRAPHY 02/04/23		500.00	
EF110912	28/04/2023	JAT TRUST & OMA FAMILY TRUST T/AS HYDRAULICS DESIGN AUSTRALI				6,600.00
			7901 - HYDRAULIC SERVICES REDESIGN & SITE MEETING		6,600.00	
EF110585	14/04/2023	JB HI-FI GROUP PTY LTD T/AS JB HI-FI COMMERCIAL				3,482.03
			BD1076444 - DELL DOCKING STATION WD19S		1,375.00	
			BD1096515 - DELL LATITUDE 3330 LAPTOP		1,811.78	
			BD1097224 - DELL 24" P2422H MONITOR		295.25	
EF110928	28/04/2023	JB HI-FI GROUP PTY LTD T/AS JB HI-FI COMMERCIAL				55,164.99
			BD1062457 - 11 MONITORS FOR HEALTH		3,247.75	
			BD1081174 - DELL MONITORS		590.50	
			BD1085800 - 27" DELL MONITORS		719.84	
			BD1098164 - DELL DOCKING STATION		275.00	
			BD1100401 - DELL MONITOR		590.50	
			BD1102715 - 10 X SAMSUNG TAB ACTIVE 3 4G 64GB - REPL		7,840.40	
			BD1103011 - DELL MOBILE PRECISION WORKSTATION 7770		40,103.00	
			BD1106885 - DELL P2422H MONITORS		865.50	
			BD1107049 - DELL P2422H MONITORS		865.50	
			BD1111751 - DELL PEN PN350N		67.00	
EF110118	4/04/2023	JB HI-FI JOONDALUP				2,396.00
			304373527-98 - GIFT VOUCHERS		600.00	
			308348057-210 - GOPRO HERO 11		896.00	
			404351408-98 - GIFT VOUCHERS		900.00	
EF111067	28/04/2023	JEM PROMOTIONAL PRODUCTS				18,431.32
			126632 - 500 X STAINLESS STEEL WATER BOTTLES		18,431.32	
EF111005	28/04/2023	JESSICA SCOBLE (THE SAND CARD COMPANY)				315.00
			377 - DUNCRAIG LIBRARY SCHOOL HOLIDAY PROGRAM		315.00	
EF110636	14/04/2023	JESSICA SKYE HERBERT (PERTH CABARET COLLECTIVE)				7,500.00
			1143 - AURORA – PERTH CABARET COLLECTIVE JOONDALUP FESTIVAL 23		7,500.00	
EF110881	28/04/2023	JOANNA WEBBER				680.00
			12/04/2023 - SALE OF ARTWORK LESS COMMISSION		680.00	
EF110583	14/04/2023	JOBFIT HEALTH GROUP PTY LTD				12,532.74
			FTI000001022 - IMMUNISATION - SUPPLY OF NURSES	VP218177	3,390.10	
			FTI000001026 - IMMUNISATION - SUPPLY OF NURSES	VP218177	9,142.64	
EF110466	14/04/2023	JOHN & ANN BEDFORD				219.15
			2501686 - GYM MEMBERSHIP REFUND		219.15	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF110771	28/04/2023	JOHN CHESTER				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF110765	21/04/2023	JOHN DICKSON				223.51
			117994 - RATES REFUND		223.51	
EF111076	28/04/2023	JOHN ROBERT RAFTIS				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF110846	28/04/2023	JONATHAN WILLIAM BRAIN				1,050.00
			10/02/23 - MUSIC PERMISSIONS, CREATIVE LICENSE		1,050.00	
EF110769	28/04/2023	JOONDALUP BROTHERS RUGBY UNION FOOTBALL CLUB				20,000.00
			SPONS0359 - FUNDING AGREEMENT 2023		20,000.00	
EF110740	14/04/2023	JOONDALUP BUSINESS ASSOCIATION INC				1,650.00
			INV-3610 - JOONDALUP BUSINESS BREAKFAST.		1,650.00	
112803	28/04/2023	JOONDALUP LIBRARY PETTY CASH				258.35
			PETTY CASH P/E 19/04/23 - REIMBURSEMENT OF PETTY CASH P/E 19/04/23		258.35	
EF110739	14/04/2023	JOONDALUP PLUMBING SERVICES				6,519.51
			5267/23 - ILUKA SPORTS COMPLEX REPAIRS	00621	483.89	
			5298/23 - CRAIGIE LEISURE CENTRE	00621	284.68	
			5299/23 - BURNS BEACH TOILETS	00621	60.17	
			5300/23 - CHARONIA PARK TOILET REPAIR	00621	60.94	
			5301/23 - PINNAROO FSHORE TOILETS	00621	193.38	
			5302/23 - JOONDALUP LIBRARY 50L HOT WATER UNIT	00621	134.31	
			5304/23 - MARMION BEACH REPAIRS	00621	120.34	
			5305/23 - MULLALOO SOUTH-JET CLEAR DRAIN LINE	00621	201.30	
			5306/23 - SORRENTO SURF-JET CLEAR & VACCUUM SAND	00621	1,769.57	
			5310/23 - JOONDALUP LIBRARY REPAIRS	00621	90.26	
			5311/23 - JOONDALUP ADMINISTRATION REPAIRS	00621	60.17	
			5313/23 - ROB BADDOCK HALL REPAIRS	00621	205.48	
			5314/23 - MULLALOO NORTH-BLOCKAGE TO MALE SHOWER	00621	60.17	
			5315/23 - MULLALOO SOUTH	00621	92.51	
			5325/23 - BRADEN PARK REPAIRS	00621	440.55	
			5330/23 - WARWICK CCC	00621	197.84	
			5338/23 - BARRIDALE RESERVE	00621	60.17	
			5341/23 - DRINK FOUNTAIN MAINTENANCE LEXCEN PARK	00621	320.16	
			5344/23 - SORRENTO SURF	00621	153.95	
			5350/23 - WHITFORD NODES	00621	120.34	
			5360/23 - BURNS BEACH REPAIRS	00621	120.34	
			5361/23 - ADMIRAL PARK REPAIRS	00621	295.79	
			5365/23 - EMERALD C/ROOMS REPAIRS	00621	153.34	
			5368/23 - ADMIRAL PARK REPAIRS	00621	60.17	
			5369/23 - OTAGO PARK REPAIRS	00621	90.26	
			5385/23 - BEAUMARIS PARK REPAIRS	00621	120.34	
			5396/23 - BURNS BEACH REPAIRS	00621	399.52	
			5402/23 - PINNAROO POINT REPAIRS	00621	169.57	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF111066	28/04/2023	JOONDALUP PLUMBING SERVICES				19,217.63
			5197/23 - PLEASE CHECK ALL DRINKING FOUNTAINS AT VARIOUS AREAS	00621	955.46	
			5247/23 - REPLACE FILTERS IN DRINK FOUNTAIND AT ROBERTSON ROAD CYCLEWAY	00621	586.96	
			5262/23 - WARRIGAL PARK	00621	147.51	
			5303/23 - UNBLOCK DRINKFOUNTAIN NEAR NORTHERN PLAY WHITFORD NODES	00621	547.25	
			5326/23 - PERCY DOYLE TBALL	00621	137.28	
			5332/23 - CHRISTCHURCH PARKTOILETS	00621	506.83	
			5333/23 - JET WASH CRAIGIE LEISURE CTR	00621	551.10	
			5335/23 - MULLALOO SOUTH	00621	181.83	
			5336/23 - MULLALOO NORTH	00621	142.01	
			5339/23 - REPAIR OF LEAKING DRINK FOUNTAIN IN HILLARYS ANIMAL BEACH	00621	221.32	
			5340/23 - CRAIGIE LEISURE	00621	369.16	
			5343/23 - MIRROR PARK	00621	136.51	
			5345/23 - CRAIGIE LEIS CTR	00621	543.95	
			5346/23 - CRAIGIE LEIS CTR	00621	631.84	
			5347/23 - LEXCEN TOILETS	00621	60.17	
			5348/23 - ELLERSDALE PARK CLUBROOMS	00621	132.33	
			5349/23 - HEATHRIDGE PARK CLUBROOMS	00621	1,681.63	
			5351/23 - JET WASH HEATHRIDGE COMM CTR	00621	551.10	
			5353/23 - SORRENTO BEACH TOILETS	00621	703.78	
			5354/23 - CRAIGIE LEISURE CTR	00621	92.95	
			5355/23 - MARMION BEACH	00621	1,407.56	
			5356/23 - JET WASH SORRENTO SOUTH TOILETS	00621	1,565.17	
			5357/23 - PERCY DOYLE CLUBROOMS	00621	2,228.60	
			5358/23 - HEATHRIDGE PARK CLUBROOMS	00621	192.94	
			5362/23 - HILLARYS NORTH	00621	346.72	
			5363/23 - PINNACLE PARK	00621	295.79	
			5364/23 - HEATHRIDGE PARK	00621	107.25	
			5366/23 - JOONDALUP ADMIN	00621	60.17	
			5367/23 - ADMIRAL PARK	00621	106.32	
			5370/23 - GUY DANIELS CLUBROOMS	00621	120.51	
			5371/23 - SORRENTO NORTH	00621	87.67	
			5372/23 - PINNAROO POINT	00621	156.37	
			5373/23 - CRAIGIE LEISURE	00621	87.34	
			5374/23 - CRAIGIE LEISURE CTR	00621	347.11	
			5375/23 - MULLALOO NORTH	00621	60.17	
			5376/23 - ROB BADDOCK HALL	00621	329.84	
			5378/23 - JOONDALUP ADMIN	00621	92.84	
			5380/23 - PINNAROO POINT	00621	252.18	
			5381/23 - WARWICK COMMUNITY CARE CENTRE	00621	991.10	
			5382/23 - CRAIGIE LEISURE CTR	00621	92.84	
			5384/23 - HILLARYS PARK	00621	87.34	
			5386/23 - ILUKA FORESHORE	00621	87.34	
			5387/23 - EMERALD C/ROOMS	00621	97.35	
			5388/23 - MARMION BEACH	00621	294.97	
			5389/23 - BARRIDALE PARK	00621	209.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			5395/23 - SORRENTO C/ROOMS	00621	60.17	
			5398/23 - MARMION BEACH	00621	189.31	
			5400/23 - PENISTONE C/ROOMS	00621	60.17	
			5404/23 - CRAIGIE LEISURE CTR	00621	60.17	
			5405/23 - MARMION BEACH	00621	60.17	
			5406/23 - OCEAN REEF BOAT RAMP TOILETS	00621	103.95	
			5407/23 - MARMION BEACH	00621	98.23	
EF110470	14/04/2023	JULIAN CARCEAG				51.66
			28/03/23 - DOG REGISTRATION REFUND		51.66	
EF110457	14/04/2023	JULIE ANN JEFFS				1,518.15
			117895 - REFUND RATES		1,518.15	
EF110964	28/04/2023	KACHHADIYA PATEL AND GOPAL DARSHAN UNIT TRUST (NORTH				747.78
			85135 - NEWSPAPERS FOR WOODVALE LIBRARY 28/11- 22/01/23		298.74	
			85191 - NEWSPAPERS FOR WOODVALE LIBRARY 23/01- 19/03/23		449.04	
EF110808	28/04/2023	KAM FAI LEUNG				130.74
			177312 - RATE REFUND		130.74	
EF111027	28/04/2023	KATE BROOKE YOUNG (THE GRAZE CARTEL WA)				330.00
			12/04/23 - MORNING TEA GRAZING BOARD		330.00	
EF110809	28/04/2023	KATE PRESTON				520.00
			223 - SALE OF ARTWORK		520.00	
EF110743	14/04/2023	KINROSS SUPA IGA				114.72
			1/3190 - RESOURCES MA15 T1		35.37	
			1/6261 - RESOURCES MA15 T1		54.29	
			6/2798 - ITEMS FOR PROGRAM ACTIVITIES		25.06	
EF110481	14/04/2023	KIRAN & REENA PATEL				165.00
			29533 - REFUND OF HIRE FEES		165.00	
EF110968	28/04/2023	KLAUS WERNER (OBJEKT 2)				957.00
			23444 - IS AREA REFURBISHMENT		957.00	
EF110742	14/04/2023	KLEENIT PTY LTD				9,385.70
			158554 - BBQ GREASE REMOVAL - VARIOUS LOCATIONS	02922	7,524.00	
			158841 - GRAFFITI PAINT OUT W/E 24.03.23	02922	911.85	
			158868 - HIGH PRESSURE WASH - INCLUDING PAVEMENT	02719	330.00	
			158994 - REMOVAL OF HYDRAULIC FLUID OFF SKATE PK	02719	164.45	
			158995 - BLACKPOOL PARK, ILUKA	02922	356.40	
			158997 - FLINDERS PARK PLAYGROUND	02922	99.00	
EF111069	28/04/2023	KLEENIT PTY LTD				2,891.30
			159352 - REMOVE DAILY GRAFFITI FROM VARIOUS LOCAT 07/04/23	02922	1,641.97	
			159353 - REMOVE DAILY GRAFFITI FROM VARIOUS LOCAT 31/03/23	02922	116.82	
			159354 - REMOVE DAILY GRAFFITI FROM VARIOUS LOCAT 14/04/23	02922	1,132.51	
EF110588	14/04/2023	KLMEDIA PTY LTD (ALL ACCESS AUSTRALASIA)				2,192.56
			11158621 - DVD VIDEOS		138.20	
			1158619 - ADULT FICTION PROFILED DVDS		892.65	
			1158620 - JUNIOR PROFILED DVDS		293.48	
			1158622 - DVD FOR BOOKS ON WHEELS		25.66	
			1158703 - ADULT FICTION PROFILED DVDS		578.09	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			1158704 - JUNIOR PROFILED DVDS		189.65	
			1158705 - ITEMS AS SELECTIED		24.49	
			1158706 - TITLES AS SELECTED		24.49	
			1158707 - IN DEMAND TITLES AS REQUIRED		25.85	
EF110931	28/04/2023	KLMEDIA PTY LTD (ALL ACCESS AUSTRALASIA)				94.40
			1158888 - DVD FOR BOOKS ON WHEELS		94.40	
EF110589	14/04/2023	KOMATSU MARKETING SUPPORT AUSTRALIA PTY LTD				287.34
			3149746 - SCHEDULED SERVICING		287.34	
EF110932	28/04/2023	KOMATSU MARKETING SUPPORT AUSTRALIA PTY LTD				1,515.29
			3158862 - PARTS		1,515.29	
EF110924	28/04/2023	KPR PRODUCTIONS PTY LTD (ICON AUDIOVISUAL)				35,100.00
			INV2305 - HILLARY'S LASER SHOW AUDIO 2023		30,535.00	
			INV2306 - COJ LASER SHOW LIGHTING & TRUSSING 2023		4,565.00	
EF110929	28/04/2023	KRISTEN LOUISE ROACH				3,000.00
			06-23 - HILLARYS - SEAGULLS JOONDALUP FESTIVAL		3,000.00	
EF110796	28/04/2023	KYLE ADAMS				126.00
			2751870 - REFUND - CRAIGIE LEISURE CENTRE		126.00	
EF110587	14/04/2023	KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD				3,981.48
			90678581 - COJ CEO PA'S OFFICE COPY COST		64.05	
			90678583 - COJ COPY COST		137.71	
			90678585 - USAGE COSTS FOR WHITFORD LIIBRARY		19.88	
			90678587 - PHOTOCOPYING CHARGE FOR DUNCRAIG		27.03	
			90678588 - READINGS UP TO MAR 2023		83.72	
			90678589 - COJ CONTRACTS DPT COPY COST		12.83	
			90678591 - READINGS UP TO MAR 2023		41.49	
			90678592 - PHOTOCOPYING HEALTH FEB - MARCH 23		45.30	
			90678593 - ECONOMIC DEVELOPMENT & ADVOCACY PHOTOCOPYING FEB - MARCH 23		86.83	
			90678594 - USAGE COSTS FOR WHITFORD LIIBRARY		28.18	
			90678595 - USAGE COSTS FOR WHITFORD LIIBRARY		94.28	
			90678596 - PHOTOCOPYING FOR RECORDS FEB - MAR 23		22.34	
			90678598 - COJ OPERATIONS CENTER		358.86	
			90678599 - PHOTOCOPYING FOR COUNCIL SUPPT FEB - MAR 23		345.75	
			90678600 - PHOTOCOPYING CHARGE FOR DUNCRAIG		23.75	
			90678601 - USAGE COSTS FOR WOODVALE LIIBRARY		122.56	
			90678602 - USAGE COSTS FOR WHITFORD LIIBRARY		70.79	
			90678604 - LENDING PHOTOCOPY USAGE		79.09	
			90678606 - READINGS UP TO MAR 2023		42.96	
			90678607 - COJ OPERATIONS CENTER COPY COST		37.87	
			90678608 - REF PHOTOCOPY USAGE		135.61	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			90678610 - READINGS UP TO MAR 2023		100.42	
			90678611 - PHOTOCOPYING FOR COMM DEVEL FEB - MARCH 23		174.55	
			90678612 - READINGS UP TO MAR 2023		91.37	
			90678613 - USAGE COSTS FOR WHITFORD LIIBRARY		15.16	
			90678614 - ADMIN AND CM PHOTOCOPY USAGE		17.86	
			90678615 - READINGS UP TO MAR 2023		33.29	
			90678617 - USAGE COSTS FOR WHITFORD LIIBRARY		121.90	
			90678618 - PHOTOCOPYING CHARGE FOR DUNCRAIG		64.87	
			90678619 - COJ OPERATIONS CENTER COPYCOST		41.77	
			90678620 - PHOTOCOPYING FOR COMPLAINCE FEB - MAR 23		18.98	
			90678623 - PHOTOCOPYING FOR CULTURAL SERVS FEB - MARCH 23		27.95	
			90678625 - LENDING PHOTOCOPY USAGE		12.66	
			90678626 - ADMIN AND CM PHOTOCOPY USAGE		15.17	
			90678629 - PHTOCOPYING HEATH FEB - MAR 23		133.76	
			90678631 - REF PHOTOCOPY USAGE		89.38	
			90678634 - COJ OFFICE OF THE CEO COPY COST		119.74	
			90678636 - PHOTOCOPYING FOR FINANCE FEB - MAR 23		102.33	
			90678637 - PHOTOCOPYING FOR THE MAYOR FEB - MAR 23		24.70	
			90678638 - PHOTOCOPYING FOR COMM DEVEL FEB - MARCH 23		384.02	
			90678639 - USAGE COSTS FOR WOODVALE LIIBRARY		44.90	
			90678640 - READINGS UP TO MAR 2023		21.90	
			90678641 - PHOTOCOPYING FOR DIRECTOR OF INFRA MANG & IMS FEB - MAR 23		443.92	
EF110930	28/04/2023	KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD				1,388.33
			90678580 - PHOTOCOPYING STRATEGIC FEB - MAR 2023		96.18	
			90678582 - PHOTOCOPYING DIRECTOR OF CORP SERV EA'S OFFICE FEB - MAR 23		38.35	
			90678597 - PHOTOCOPYING FOR CUSTOMER CARE FEB - MARCH 23		28.64	
			90678603 - PHOTOCOPYING WOC FEB - MAR 23		17.27	
			90678605 - PHOTOCOPYING RANGERS FEB - MARCH 23		15.03	
			90678609 - CRAIGIE LEISURE CTR FEB - MAR 23 COPIES		158.05	
			90678622 - PHOTOCOPYING FOR CRAIGIE LEIS CTR FEB - MAR 23		62.59	
			90678630 - PHOTOCOPYING HEATHRIDGE LEIS CTR FEB - MAR 23		77.17	
			90678632 - CRAIGIE LEISURE CTR FEB - MARCCH 23 COPIES		13.46	
			90678633 - CRAIGIE LEISRE CTR FEB - MARCH 23 COPIES		13.08	
			90678635 - PHOTOCOPYING RANGERS FEB - MAR 23		201.37	
			90678642 - CRAIGIE LEISURE CTR FEB - MAR 23 COPIES		24.74	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			90688769 - ECOSYS P6230CDN PRINTER		642.40	
EF111033	28/04/2023	L & T VENABLES				1,357.09
			10057921 - PARTS		899.48	
			10058185 - DRILL		329.83	
			10058397 - PARTS		127.78	
EF111026	28/04/2023	L.P AIKEN & D.J BEER & T.D BOYCE AND OTHERS (THOMSON GEER)				33,409.75
			1158306 - LEGAL ADVICE		33,409.75	
EF110595	14/04/2023	LA FORTUNA PTY LTD (AUSTRALIAN GUARDS AND PATROLS)				1,234.39
			22377 - INITIAL GUARD RESPONSE FIRST 30 MINUTES	VP173497	1,234.39	
EF110597	14/04/2023	LACTALIS AUSTRALIA PTY LTD				299.28
			235658678 - MILK TO THE WOC 19/9/22 TO		99.76	
			235721620 - MILK TO THE WOC		99.76	
			235789002 - WOC MILK 11/04/23		99.76	
EF110936	28/04/2023	LACTALIS AUSTRALIA PTY LTD				99.76
			235836408 - MILK TO WOC 18/04/23		99.76	
EF110590	14/04/2023	LANDGATE MIDLAND				2,526.24
			1265776 - ONLINE SHOP		564.00	
			382931 - GRV DATED 04-17/03/23		1,962.24	
EF110727	14/04/2023	LANDMARK ENGINEERING & DESIGN PTY LTD T/AS EXTERIA				14,250.50
			10991 - LAKE VALLEY & MELENE PARK		12,895.30	
			11103 - LANDSCAPE - EXT CONT		1,355.20	
EF110472	14/04/2023	LAURA MCKELVEY				1,390.70
			24/03/23 - REIMBURSEMENT FUEL FOR GENERATORS, EQUIPMENT FOR WATERSHOW JOONDALUP FEST & SNACKS FOR MITP 3		1,197.10	
			30/03/23 - REIMBURSEMENT SAFETY MESSAGING VOICE RECORD FOR WATERSHOW		193.60	
EF110592	14/04/2023	LED SIGNS PTY LTD				74.80
			20969 - SCOREBOARD CONTROLLER - FREIGHT		74.80	
EF110478	14/04/2023	LEE SIMMONS				1,295.07
			202905 - RATES REFUND		1,295.07	
EF110639	14/04/2023	LEONIE HELEN THOMPSON (THE POSTER GIRLS)				55.00
			15187 - 500 X DL FLYER AND POSTER DISTRIBUTION		55.00	
EF110744	14/04/2023	LES MILLS AUSTRALIA				1,636.38
			1220486 - LES MILLS LICENCES		1,636.38	
EF110810	28/04/2023	LESLEY LEGROVE				240.00
			1 11/04/23 - SALE OF ARTWORK		240.00	
112804	28/04/2023	LIBRARY ADMIN PETTY CASH				366.15
			PETTY CASH P/E 19/04/23 - PETTY CASH REIMBURSEMENT P/E 19/04/23		366.15	
EF110713	14/04/2023	LISA AMY WOODBROOK				3,850.00
			INV-0007 - AURORA – ITS NOT ME JOONDALUP FESTIVAL		3,850.00	
EF110794	28/04/2023	LISA HAMILTON				207.00
			2742803 - REFUND - CRAIGIE LEISURE CENTRE		207.00	
EF110741	14/04/2023	LNLC PTY LTD T/AS KELYN TRAINING SERVICES				1,240.00
			031947 - BWTM TRAINING PARTICIPANT		620.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			31809 - BWTM TRAINING PARTICIPANT		620.00	
EF110593	14/04/2023	LOCAL BMX PTY LTD				2,800.00
			10120 - SKATE COMP BMX PRIZES 2023		2,800.00	
EF110789	28/04/2023	LORRAINE BROEDER				77.50
			11/04/23 - DOG STERILISED - ANIMAL ID: 124895		77.50	
EF110701	14/04/2023	LOTHIAN TRUST (IRON TECH INDUSTRIES)				2,384.80
			7063 - PENISTONE PARK	03122	754.05	
			7072 - REPAIR POST ATTACHED TO VENT PIPE	03122	566.50	
			7073 - ANNATO PARK	03122	1,064.25	
EF110935	28/04/2023	LOUNGE BACKLINE PTY LTD				1,083.50
			505718 - BACK LINE FOR DEFEAT THE BEAT 23		1,083.50	
EF110502	14/04/2023	LUKE NICHOLAS STEPHENS (ALL ASPECTS COATINGS)				990.00
			1315 - PROMOTIONAL CONTAINER AT HILLARYS		990.00	
EF110991	28/04/2023	LYDIA JENNY ROBOTHAM				70.00
			05/04/23 - EVENT - RESEARCH FOR PRESENTATION		70.00	
EF110942	28/04/2023	LYN LEE				640.00
			17/04/23 - SALE OF ARTWORK LESS COMMISSION		640.00	
EF110807	28/04/2023	M & B NASTOV				916.69
			210556 - REFUND RATES		916.69	
EF110645	14/04/2023	M P ROGERS & ASSOCIATES PTY LTD				3,415.91
			23460 - CONSULT JOONDALUP COASTAL MONITORING	VP287323	2,075.12	
			23510 - PROFESSIONAL COASTAL ENGINEERING SERVICE	VP287323	1,340.79	
EF110985	28/04/2023	M P ROGERS & ASSOCIATES PTY LTD				2,555.74
			23497 - VALUATION & CONDITION ASSESSMENT MARINE ASSETS	VP287323	2,555.74	
EF110608	14/04/2023	M.J CLARK & C.E TRUSLOVE				726.00
			INV-3450 - 12TH NIGHT VENDOR REFUND		726.00	
EF110893	28/04/2023	MACE FRANCIS				2,200.00
			INV-0680 - OOMPAH PERFORMANCE 02/04/23		2,200.00	
EF110827	28/04/2023	MAIA FINANCIAL PTY LIMITED				41,058.26
			C39734 - SPINBIKES 01/04-30/06/23		6,666.18	
			C39735 - TECHNOGYM 01/04-30/06/23		34,392.08	
EF110943	28/04/2023	MAJOR MOTORS				1,377.94
			1346597 - SCHEDULED SERVICING		357.50	
			1347624 - ISUZU TRUCK PARTS		1,020.44	
EF111000	28/04/2023	MALEMI UNIT TRUST (SPRAYLINE SPRAYING EQUIPMENT)				2,426.49
			52919 - PARTS & REPAIR		2,426.49	
EF110696	14/04/2023	MAMMOTH SECURITY PTY LTD				847.00
			V00301755 - JOONDALUPLIBRARY -MONTHLY MONITORING FEE		847.00	
EF110745	14/04/2023	MANHEIM PTY LTD				624.80
			5509166366 - ABANDONED VEHICLES		624.80	
EF110551	14/04/2023	MARGARET DOROTHY DAVIES				650.00
			23033002 - YELLAGONGA – WORKSHOP		650.00	
EF110476	14/04/2023	MARGARET RUSHTON & NICHOLAS JAMES				375.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			RIM78806 105575 - CROSSOVER SUBSIDY		375.00	
EF110778	28/04/2023	MARILYN BOAST				160.00
			1 - SALE OF ARTWORK LESS COMMISSION		160.00	
EF110947	28/04/2023	MARINDUST SALES & ACE FLAGPOLES				278.35
			23353 - BOLTS FOR SOCCER GOAL POSTS		278.35	
EF110474	14/04/2023	MARK G WEBB				815.54
			124275 - RATES REFUND		815.54	
EF110791	28/04/2023	MARK REEVES				252.00
			2736788 - REFUND FOR CRAIGIE LEISURE CENTRE		252.00	
EF110460	14/04/2023	MARK S T TOH				61.65
			BPU22/0464 - REFUND OF BUILDING SERVICES LEVY		61.65	
EF110603	14/04/2023	MARKETFORCE PTY LTD				365.94
			47196 - SUPPLY & DELIVERY DOG WASTE BAGS		365.94	
EF110952	28/04/2023	MASTERS SWIMMING WESTERN AUSTRALIA INC				1,650.00
			INV-0090 - MULLALOO MILE SPONSORSHIP		1,650.00	
EF110805	28/04/2023	MATTHEW BURNS				636.00
			INWE23/16301 - BIN REFUND - UPGRADE		636.00	
EF111048	28/04/2023	MATTHEW WILLIAMS				476.00
			230402 - SALE OF ARTWORK LESS COMMISSION		476.00	
EF110604	14/04/2023	MAX & CLAIRE PTY LTD				1,294.50
			SI-00081128 - 1 X MEDIUM ENCORE ELECTRONIC SIT STAND D		647.25	
			SI-00081702 - SIT/STAND DESK - MEDIUM		647.25	
EF110600	14/04/2023	McGEES PROPERTY				2,750.00
			31075 - LAND VALUATION		2,750.00	
EF110581	14/04/2023	MCLEAN FAMILY TRUST T/AS INSTANT SCAFFOLDS				473.00
			61859 - SCAFFOLD FOR PRODUCTION RIG		473.00	
EF110926	28/04/2023	MCLEAN FAMILY TRUST T/AS INSTANT SCAFFOLDS				399.03
			62002 - SCAFFOLD FOR PRODUCTION RIG		399.03	
EF110783	28/04/2023	MEEGAN MUIR				63.00
			2737272 - REFUNDT CRAIGIE LEIS CTR		63.00	
EF110955	28/04/2023	MELCHOR MEP PTY LTD				46,596.83
			2562 - CLC GEOTHERMAL REFURBISHMENT	01222	46,596.83	
EF110797	28/04/2023	MELISSA BARRETT				189.00
			2750786 - REFUND - CRAIGIE LEISURE CENTRE		189.00	
EF110904	28/04/2023	MERCEDES SIENA PAECH GOWLETT				5,208.00
			2 - ASSISTANT STAGE MANAGER - AURORA		5,208.00	
EF110951	28/04/2023	MERCHANDISING LIBRARIES PTY LTD				647.79
			INV-10052 - SECTION DIVIDERS		647.79	
EF110768	28/04/2023	MICHAEL GEORGE ALVARES (KITE KINETICS)				295.40
			25 - PRESENTER FOR SCHOOL HOLIDAY ACTIVITY		295.40	
EF110763	17/04/2023	MINDARIE REGIONAL COUNCIL				194,100.62
			SINV-046905 - LITTER TEAM 24/03-31/03/23		1,901.28	
			SINV-046927 - DOMESTIC WASTE 24/03-31/03/23		114,809.77	
			SINV-046938 - LITTER TEAM 02/04-06/04/23		1,523.25	
			SINV-046958 - DOMESTIC TIPPING 03/04-06/04/23		75,866.32	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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EF110946	28/04/2023	MINDARIE REGIONAL COUNCIL				165,293.51
			SCR-03810 - DOMESTIC TIPPING 12/04/23		-288.53	
			SINV-046965 - LITTER TIPPING 08/04-13/04/23		1,650.85	
			SINV-046984 - DOMESTIC COLLECTION 07/04-13/04/23		99,462.87	
			SINV-046989 - MRC MEMBER S ADMIN FEE APR 23		64,468.32	
EF110611	14/04/2023	MINDARIE SENIOR COLLEGE				2,000.00
			05/04/23 - YOUTH AWARDS 2022/23		2,000.00	
EF110933	28/04/2023	MIRIAM CEH (KINETIC THEATRE)				2,145.00
			495 - HILLARYS - ROAMING		2,145.00	
EF110561	14/04/2023	MIVE APOLLO HOLDINGS PTY LTD (FULLY PROMOTED MALAGA)				969.54
			31186 - GRAND FINAL PRIZES - COOLING TOWELS		969.54	
EF110602	14/04/2023	MO PRODUCTIONS PTY LTD				5,841.00
			1345 - FAMILY PROGRAMMING-JOONDALUP FESTIVAL 23		5,841.00	
EF110944	28/04/2023	MODERN TEACHING AIDS PTY LTD				348.54
			45346052 - CHAIN REACTION KIT YEAR 3 - 5		227.54	
			45373727 - CRECHE EQUIPMENT		90.75	
			45377782 - CRECHE EQUIPMENT		30.25	
EF110445	14/04/2023	MULLALOO SURF LIFESAVING CLUB (INC)				60,000.00
			13/04/2023 - VOLUNTEER SURF LIFE SAVING FUNDING AGREE 2022/23		60,000.00	
EF110792	28/04/2023	N V GORNELL				63.00
			2730746 - REFUND - CRAIGIE LEISURE CENTRE		63.00	
EF110606	14/04/2023	N.F DOUGLAS & P GILLETT & F.D GRGICH & D MCLEOD & D NICHOLSO				5,936.40
			128598 - LEGAL FEES		419.65	
			129010 - LEGAL FEES		659.45	
			129011 - LEGAL FEES		1,849.65	
			129012 - LEGAL FEES		3,007.65	
EF110950	28/04/2023	N.F DOUGLAS & P GILLETT & F.D GRGICH & D MCLEOD & D NICHOLSO				1,498.75
			129009 - LEGAL FEES		1,498.75	
EF110702	14/04/2023	NANCY & SUSAN P ZUVELA T/AS WATTLEUP TRACTORS				1,086.61
			1293491 - PARTS		1,086.61	
EF110475	14/04/2023	NANETTE CONSTANCE				375.00
			RIM78967 119438 - CROSSOVER SUBSIDY		375.00	
EF110596	14/04/2023	NATALIE EMILY OAKES (LYONS PRODUCTION)				10,550.00
			INV-000215 - MAIN ACT - GREASE EXPERIENCE		10,550.00	
EF110753	14/04/2023	NATALIE SCHOLTZ				500.00
			96 - JUDGE FEE FOR CAE 2023		500.00	
EF110613	14/04/2023	NATURAL AREA HOLDINGS PTY LTD (NATURAL AREA MANAGEMENT				43,059.50
			19515 - FIREBREAKS AND FUEL REDUCTION	01722	19,780.20	
			19556 - FIREBREAKS AND FUEL REDUCTION	01722	15,414.30	
			19737 - FLINDERS AND BROADBEACH LAKES ALGAE REMOVAL		7,865.00	
EF110961	28/04/2023	NATURAL AREA HOLDINGS PTY LTD (NATURAL AREA MANAGEMENT				5,414.64

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			19756 - NATURAL AREAS PLANTING SITE MTCE		1,982.64	
			19893 - WATERING WARWICK BUSHLAND REVEGETA??ON		3,432.00	
EF110449	14/04/2023	NATURAL WINGS AERIAL DANCE				8,085.00
			2313 - NATURAL WINGS BY THE SEA		8,085.00	
EF110958	28/04/2023	NEC AUSTRALIA PTY LTD				11,985.60
			9180262797 - UCB UPGRADE		10,771.20	
			9180262801 - OPTION 2: ADDITIONAL SUPPORT - 8 HOURS		1,214.40	
EF110614	14/04/2023	NEVERFAIL SPRINGWATER LIMITED				124.67
			INV-001051662 - SUPPLY OF WATER FOR PLANNING SERVICES		105.49	
			INV-001051695 - ADMIN BASEMENT WATER		19.18	
EF110962	28/04/2023	NEVERFAIL SPRINGWATER LIMITED				86.31
			INV-001073751 - 15L SPRINGWATER BOTTLES ADMIN BUILDING BASEMENT		19.18	
			INV-001073763 - SUPPLY OF WATER FOR PLANNING SERVICES		67.13	
EF110795	28/04/2023	NILOOFAR JAFARI				252.00
			2749702 - REFUND FOR CRAIGIE LEISURE CENTER		252.00	
EF110612	14/04/2023	NORTHERN DISTRICTS PEST CONTROL				1,606.00
			8810 - DUNCRAIG LIBRARY - COCKROACH TREATMENT	VP203395	594.00	
			8915 - SUPPLY & INSTALL RODENT BAIT STATION INC	VP203395	363.00	
			8920 - CURRUMBINE COMMUNITY CENTRE	VP203395	649.00	
EF110959	28/04/2023	NORTHERN DISTRICTS PEST CONTROL				1,232.00
			8926 - KALLAROO KINDY:TERMITE INSPECTION	VP203395	55.00	
			8929 - MILDENHALL DUNCRAIG - ANTS	VP203395	407.00	
			8931 - MULLALOO TOILETS - RELOCATION OF SNAKE	VP203395	275.00	
			8932 - COJ ADMINISTRATION: SNAKE RELOCATION	VP203395	275.00	
			8942 - CRAIGIE LEISURE CENTRE	VP203395	220.00	
EF110960	28/04/2023	NORTHSIDE NISSAN				10,654.05
			NIFJ409708 - 140,000KM SERV,ISUZU D MAX, 4	01020	631.90	
			NIFJ409711 - 180,000KM SERV HYUNDAI TYRES & ALIGNMENT	01020	869.45	
			NIFJ409748 - 110,000KM SERV NISSAN NAVAR	01020	439.75	
			NIFJ409978 - 120,000KM SERV NISSAN NAVARA	01020	1,132.85	
			NIFJ410025 - 105,000KM SERV FORD TRANSIT	01020	283.45	
			NIFJ410059 - 150,000KM SERV FORD TRANSIT VAN	01020	370.00	
			NIFJ410241 - 160,000KM SERV PULSAR	01020	587.80	
			NIFJ410345 - 90,000KM SERV TOYOTA COROLLA HATCH	01020	579.00	
			NIFJ410373 - 150,000KM SERV HYUNDAI 140	01020	383.20	
			NIFJ410631 - 150,000KM SERV MITSUBISHI TRITON	01020	548.35	
			NIFJ410653 - 150,000KM SERV FORD TRANSIT	01020	841.95	
			NIFJ410793 - 150,000KM SERV MITSUBISHI TRITON	01020	1,513.55	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			NIFJ410806 - 160,000KM SERV NISSAN NP300	01020	955.90	
			NIHJ409119 - 45,000KM SERV ISUZU D-MAX	01020	601.00	
			NIHJ410769 - 130,000KM SERV NISSAN NP300	01020	375.50	
			NIHJ410783 - 180,000KM SERV PULSAR	01020	540.40	
EF110618	14/04/2023	NOVA ENTERTAINMENT PTY LTD				3,696.00
			259143-5 - RADIO ADVERTISING AS PER VP313219 DETAIL		3,696.00	
EF110963	28/04/2023	NUFAB INDUSTRIES PTY LTD				91.91
			6243 - BEEATHER SUITS		91.91	
EF110621	14/04/2023	OCEANIS INTERNATIONAL PTY LTD				17,836.50
			23.32 - CONSULTANCY - EXT CONT		17,836.50	
EF110746	14/04/2023	OFFICEWORKS LTD (OFFICEWORKS DIRECT)				236.32
			607 211951 - 3 X A4 CERTIFICATE FRAMES		6.60	
			607 320190 - GIFT VOUCHER		50.00	
			607 325192 - ART RESOURCES FOR SPACE ART		179.72	
EF111073	28/04/2023	OFFICEWORKS LTD (OFFICEWORKS DIRECT)				1,040.98
			607 100490 - COLES MYERS GIFT CARDS		200.00	
			607 620567 - PADLOCK		40.98	
			607 806822 - 10 X $80 COLES GIFT CARDS		800.00	
EF110689	14/04/2023	ON POINT CORPORATION PTY LTD (TOTAL CHLORINE SOLUTIONS)				1,320.00
			INV-0018 - PD TRAINING - QU-0031A		1,320.00	
EF110623	14/04/2023	OOH!MEDIA OPERATIONS PTY LIMITED				3,582.81
			22538888 - IN-CENTRE SHOPPING ADVERTISING 4 LOCATIO		3,582.81	
EF110620	14/04/2023	OPTIMA PRESS				3,239.50
			INV306944 - A4 PADS 200 WITH 50 LEAVES		1,185.80	
			INV307014 - A2 CORFLUTE SIGNS WITH 4 EYELET HOLES.		112.20	
			INV307089 - A5 2 SIDED FLYERS - UTOPIA MAP & FLYERS		490.60	
			INV307090 - A2 CORFLUTE SIGNS - UTOPIA		203.50	
			INV307279 - RE SKINNING TWO PULL UP BANNERS		317.90	
			INV307555 - DOG ACT 1976 SURRENDER OF POSSESSION		705.10	
			INV307556 - NO LOITERRING AND SLEEPING X 10 SIGNS		224.40	
EF110624	14/04/2023	OZZIE RIDER PTY LTD				3,087.50
			C0600 - SKATE COMP ENTERTAINMENT X 3 EVENTS		3,087.50	
EF111061	28/04/2023	PAMELA GLEISINGER				240.00
			1 09/04/23 - SALE OF ARTWORK LESS COMMISSION		240.00	
EF110977	28/04/2023	PAPER AUSTRALIA PTY LTD T/AS AUSTRALIAN PAPER				461.65
			96597564 - C4 ENVELOPES WITH LOGO COJ A GLOBAL CITY		251.75	
			96597860 - COJ LOGO ENVELOPES		209.90	
EF110979	28/04/2023	PARADIGM INFORMATION TECHNOLOGY (IT) PTY LTD				498.96
			INV-QU9307-02 - CM SUPPORT SERVICES 31/03/23		498.96	
EF110972	28/04/2023	PARKONSULT PTY LTD				38,613.18
			PK-1788 - MAINTENANCE AND SERVICE COMMUNICATION & DATA 12/03-11/04/23	PTM22	7,287.92	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			PK-1789 - MAINTENANCE AND REPAIR SERVICES 12/03- 11/04/23	PTM22	31,325.26	
EF110641	14/04/2023	PATHZZ PTY LTD				5,500.00
			INV-0310 - PATHZZ MATERIALS REPORT		5,500.00	
EF110632	14/04/2023	PATRON TECHNOLOGY PTY LTD				369.15
			608013 - SERVICE FEES FOR LIBRARY EVENT CANCELLED GREYHOUNDS AS PETS 29/03/23		2.55	
			EV-8483792 - SERVICE FEES FOR LIBRARY EVENTS MUSCLE RELEASE & SELF-MASSAGE 15/02/23		21.25	
			EV-8576403 - OUTBACK SPLASH		41.00	
			EV-8576405 - AQUA PARK & CLAY		38.85	
			EV-8576409 - SWAC RAFTING& ARCHERY 19/01		41.00	
			EV-8576410 - YOUTH SURFING & MOVIES		37.00	
			EV-8576421 - CIRCUS WA & HOLEY MOLEY		41.00	
			EV-8576425 - WATERSLIDES & ICE ARENA		33.00	
			EV-8577024 - ZONE BOWLING CENTRE		37.00	
			EV-8669071 - DISCOVERY SESSION CULTURAL CROSSINGS		8.50	
			EV-8669209 - SERVICE FEES FOR LIBRARY EVENTS PHOTOGRAPHY FOR NEWBIES 02/04/23		25.50	
			EV-8669215 - SERVICE FEES FOR LIBRARY EVENTS KIDS ‘N’ MUSIC 03/04/2023		10.20	
			EV-8669221 - SERVICE FEES FOR LIBRARY EVENTS		6.80	
			EV-8689636 - SERVICE FEES FOR LIBRARY EVENTS		25.50	
EF110978	28/04/2023	PATRON TECHNOLOGY PTY LTD				1,927.72
			607892 - SCANNERS AND SHIPPING HARDWARE RENTAL-		1,064.56	
			EV-8600729 - SENSORY RHYMETIME JOONDALUP FESTIVAL 28/03/23		18.90	
			EV-8600730 - SENSORY STORYTELLING JOONDALUP FESTIVAL 25/03/23		15.75	
			EV-8607650 - BOSSA NOVA BABY QUINTET JOONDALUP FEST 22/03/23		144.44	
			EV-8607661 - PETIT CIRCUS: BON APPETIT JOONDALUP FEST		178.17	
			EV-8607662 - PETIT CIRCUS: BON APPETIT JOONDALUP FEST		288.08	
			EV-8607663 - PETIT CIRCUS: BON APPETIT - JOONDALUP FE		217.82	
EF110779	28/04/2023	PAUL INNES				320.00
			CAE/001/2023 - SALE OF ARTWORK LESS COMMISSION		320.00	
EF110999	28/04/2023	PECKHAM FAMILY TRUST (SPORTS SURFACES)				16,313.00
			INV-1551 - OCEAN REEF PARK SYNTHETIC TURF		16,313.00	
EF110119	4/04/2023	PEDDLE PERTH PTY LTD				11,748.00
			INV-2266 - 2 X BIKE ADVERTISING 4 MONTHS		11,748.00	
EF110468	14/04/2023	PENNY MULLER				150.00
			28/03/23 - DOG REGISTRATION REFUND		150.00	
EF110867	28/04/2023	PERITUS TECHNOLOGY PTY. LTD.				4,301.75
			INVOICE-103209 - CREDIT CARD TRANSACTIONS MARCH 23		4,301.75	
EF110640	14/04/2023	PERTH MATERIALS BLOWING PTY LTD				31,986.90
			2443 - PMB TO MULCH VARIOUS SITES		31,986.90	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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EF110631	14/04/2023	PERTH PLAYGROUND & RUBBER PTY LTD				13,828.10
			INV-844 - FLINDERS PARK	VP254664	13,828.10	
EF110625	14/04/2023	PETER WOOD FENCING CONTRACTORS PTY LTD				17,709.23
			ICJ 014822 - FENCING - EXT CONT		302.50	
			ICJ 014823-A - REMOVAL OF EXISTING FENCE INCLUDING GATE	00422	15,314.20	
			ICJ 014824 - REPAIR TO BUSHLAND FENCING TIMBERLANE PARK	00422	536.25	
			ICJ014821 - REMOVAL AND DISPOSAL OF BOLLARDS	00422	1,141.80	
			ICJ014832 - BLUE LAKE PARK	00422	414.48	
EF110969	28/04/2023	PETER WOOD FENCING CONTRACTORS PTY LTD				9,538.65
			ICJ 014833 - LITTORINA PARK FENCING & FIELD GATE	00422	809.05	
			ICJ014839 - MAMO PARK GREENWOOD	00422	8,729.60	
EF110629	14/04/2023	PETIA MIHAYLOVA (PETIA'S FLOWERS)				250.00
			J0323 - FLORA GIFTS AS REQUIRED		120.00	
			J0323-1 - FLORA GIFTS AS REQUIRED		130.00	
112791	21/04/2023	PETTY CASH COMMUNITY DEVELOPMENT				421.20
			PETTY CASH P/E 18/04/23 - PETTY CASH REIMBURSEMENT P/E 18/04/23		421.20	
EF110748	14/04/2023	PHENOMENON EVENT SERVICES PTY LTD				363.00
			14881 - PROPS - CENTREPIECES 50S MILKSHAKE VASE		363.00	
EF110709	14/04/2023	PHILIP WRIGHT FAMILY TRUST				3,696.00
			INV-5108 - CONSULT CHRISTCHURCH PARK TOILETS		3,696.00	
EF110533	14/04/2023	PICK AGENCIES PTY LTD (CANDLEWOOD IGA)				1,587.52
			05/8504 - DRINKS AS SELECTED.		528.56	
			6/9945 - STAFF EASTER CHOCOLATE		150.00	
			6/9946 - GRAND FINAL GATORADES - BASKETBALL		908.96	
EF110873	28/04/2023	PICK AGENCIES PTY LTD (CANDLEWOOD IGA)				392.74
			06/1930 - FRUIT AS SELECTED		106.75	
			06/6728 - AFTERNOON TEA		85.99	
			06/6733 - MEET THE AUTHOR - CATERING.		200.00	
EF110628	14/04/2023	PIDHADIYA FAMILY TRUST (H.B.C. NEWSPAPER DELIVERY ROUND)				518.56
			7886 - NEWSPAPERS TO CRAIGIE LEISURE CTR 27/02- 05/03/23		256.01	
			7917 - NEWSPAPERS TO CRAIGIE LEISURE CTR 06/03- 12/03/23		262.55	
EF110974	28/04/2023	PIDHADIYA FAMILY TRUST (H.B.C. NEWSPAPER DELIVERY ROUND)				525.22
			7948 - NEWSPAPERS CLC 13 - 19.03.23		260.70	
			7979 - NEWSPAPERS CLC 20 - 26.03.23		264.52	
EF110634	14/04/2023	PLASTIC FREE FOUNDATION LIMITED				7,150.00
			INV-211 - PLASTIC FREE JULY COUNCIL MEMBERSHIP 202		7,150.00	
EF110633	14/04/2023	PMV				1,540.00
			INV-0688 - HILLARY'S FIRST AID JOONDALUPFESTIVAL		1,540.00	
EF110970	28/04/2023	POWERVAC PTY LTD				924.53
			561823 - SERVICE STEAM CLEANER		652.78	
			561894 - SERVICE STEAM CLEANER		271.75	
EF110694	14/04/2023	PRESCRIPTION ENTERTAINMENT PTY LTD				2,255.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-2009 - DJ SERVICES		1,815.00	
			INV-2054 - DEFEAT THE BEAT 2023 DJ SERVICES		440.00	
EF110630	14/04/2023	PRESTIGE ALARMS & SECURITY PTY LTD				1,166.00
			S21824 - PENISTONE PARK SERVICE CALL TO SECURITY ALARM SYSTEM	03320	104.50	
			S21898 - FLINDERS PARK COMM CTR SERVICE CALL TO SECURITY ALARM SYSTEM	03320	104.50	
			S21978 - WOODVALE LIBRARY	03320	423.50	
			S21994 - ADMINISTRATION BUILDING	03320	286.00	
			S22060 - CURRAMBINE COMMUNITY CENTRE	03320	104.50	
			S22099 - BEAUMARIS COMMUNITY CENTRE	03320	143.00	
EF110976	28/04/2023	PRESTIGE ALARMS & SECURITY PTY LTD				5,811.30
			S21746 - EMERALD PARK, FORCEFIELD CONNECTION	03320	1,771.00	
			S21830 - JOONDALUP ADMIN	03320	104.50	
			S21835 - WARWICK HALL	03320	319.00	
			S21862 - TIMBERLANE PARK HALL	03320	104.50	
			S21863 - CIVIC CHAMBER	03320	104.50	
			S21894 - ADMIN L1, FORCEFIELD	03320	104.50	
			S21972 - HEATHRIDGE COMMUNITY CENTRE	03320	104.50	
			S21976 - CHICHESTER PARK	03320	104.50	
			S21977 - CHICHERSTER PARK	03320	1,584.00	
			S21987 - CHICHESTER PARK	03320	104.50	
			S22014 - PADBURY HALL	03320	104.50	
			S22018 - CIVIC CHAMBERS	03320	104.50	
			S22132 - FORCEFIELD-WIRELESS 4G MONTHLY CHARGES	03320	844.80	
			S22157 - CONNOLLY COMMUNITY CENTRE	03320	247.50	
			S22183 - EMERALD PARK COMMUNITY FACILITY	03320	104.50	
EF110685	14/04/2023	PROFOUNDER TURFMASTER PTY LTD (TURFMASTER FACILITY				16,536.74
			INV-0908 - F SERVICE 21-27 FEB 23 ZONE 1 & 3	00221A	814.00	
			INV-0908 - F SERVICE 21-27 FEB 23 ZONE 1 & 3	00221C	330.00	
			INV-0909 - SERVICE 13 MARCH 23 ZONE 1&3	00221A	814.00	
			INV-0909 - SERVICE 13 MARCH 23 ZONE 1&3	00221C	330.00	
			INV-0910 - SERVICE 27 MARCH 23 ZONE 1 & 3	00221A	814.00	
			INV-0910 - SERVICE 27 MARCH 23 ZONE 1 & 3	00221C	330.00	
			INV-0963 - SERVICE 20-21 MARCH 23 ZONE 3	00221C	1,485.00	
			INV-0970 - SERVICE 8-10 MARCH 23 ZONE 1 R1-2	00221A	11,619.74	
EF110626	14/04/2023	PUBLIC TRANSPORT AUTHORITY OF WA				17,252.37
			I5112486 - SHARED RUNNING COSTS - JOONDALUP CAT BUS MARCH 23		17,252.37	
EF110971	28/04/2023	PUBLIC TRANSPORT AUTHORITY OF WA				20,602.79
			2022-37 - BUS SHELTERS LILBURNE RD DUNCRAIG		20,602.79	
EF110643	14/04/2023	QJ FRANCHISE MANAGEMENT PTY LTD				190.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			820293 - ACCOMMODATION FOR GOVERNANCE OFFICERS 04/04/23		190.00	
EF110984	28/04/2023	QJ FRANCHISE MANAGEMENT PTY LTD				1,168.00
			820424 - CONFERENCE ROOM HIRE & CATERING 12/04/23		1,168.00	
EF110642	14/04/2023	QTM PTY LTD (QTM TRAFFIC)				40,647.50
			INV-31064 - MESSAGE BOARD SHENTON AVE	03222	465.30	
			INV-31279 - VEHICLE MOUNTED FLASHING ARROW WHITFORDS AVE KALLAROO	03222	777.48	
			INV-31435 - VARIABLE MESSAGE BOARD (2400X1200 LED) (	03222	465.30	
			INV-31436 - SHENTON AVENUE STAGE 2 -	03222	2,207.70	
			INV-31437 - SEACREST DRIVE, SORRENTO	03222	1,791.90	
			INV-31439 - ALLENSWOOD ROAD, GREENWOOD	03222	311.85	
			INV-31447 - VARIABLE MESSAGE BOARD (2400X1200 LED) (FALKLAND PARK	03222	534.60	
			INV-31470 - CREW OF ONE (1) TRAFFIC CONTROLLER, ONE	03222	1,755.05	
			INV-31480 - CREW OF TWO (2) TRAFFIC CONTROLLERS, ONE	03222	1,094.61	
			INV-31484 - SHENTON AVENUE, JOONDALUP	03222	3,404.49	
			INV-31485 - MARMION AVENUE, MULLALOO	03222	665.28	
			INV-31500 - CREW OF ONE (1) TRAFFIC CONTROLLER, ONE	03222	904.76	
			INV-31501 - CREW OF ONE (1) TRAFFIC CONTROLLER, ONE	03222	1,001.44	
			INV-31502 - ADDITIONAL TRAFFIC CONTROLLER ONLY (NORM	03222	1,122.44	
			INV-31513 - CREW OF ONE (1) TRAFFIC CONTROLLER, ONE	03222	3,971.01	
			INV-31517 - ADDITIONAL TRAFFIC CONTROLLER ONLY (NORM	03222	2,687.19	
			INV-31538 - CREW OF TWO (2) TRAFFIC CONTROLLERS, ONE	03222	760.32	
			INV-31539 - TRAFFIC CONTROL WHITFORDS AVE HILLARYS	03222	548.46	
			INV-31540 - MUIRHEAD WAY, KINGSLEY TRAFFIC CONTROL	03222	1,520.64	
			INV-31541 - CREW OF ONE (1) TRAFFIC CONTROLLER, ONE	03222	1,047.42	
			INV-31708 - ADDITIONAL TRAFFIC CONTROLLER ONLY (NORM	03222	2,612.31	
			INV-31709 - CREW OF TWO (2) TRAFFIC CONTROLLERS, ONE	03222	6,454.54	
			INV-31710 - CREW OF TWO (2) TRAFFIC CONTROLLERS, ONE	03222	1,969.41	
			INV-31713 - ALLENSWOOD ROAD, GREENWOOD	03222	391.05	
			INV-31714 - ALLENSWOOD ROAD, GREENWOOD	03222	391.05	
			INV-31715 - VARIABLE MESSAGE BOARD (2400X1200 LED) (	03222	1,791.90	
EF110982	28/04/2023	QTM PTY LTD (QTM TRAFFIC)				42,838.75
			INV-31479 - ALLENSWOOD ROAD, GREENWOOD	03222	6,908.43	
			INV-31526 - SHENTON AVENUE, JOONDALUP	03222	5,298.08	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-31749 - GRAND BOULEVARD, JOONDALUP VARIABLE MESSAGE BOARD	03222	1,415.70	
			INV-32053 - GILMERTON WAY, GREENWOOD TRAFFIC CONTROL	03222	2,394.38	
			INV-32066 - TURRAMURRA WAY, GREENWOOD TRAFFIC CONTROL	03222	5,773.72	
			INV-32074 - WIRILDA CRESCENT GREENWOOD TRAFFIC CONTROL	03222	9,666.76	
			INV-32077 - 3 ORWELL CRESCENT, WOODVALE TRAFFIC CONTROL	03222	2,770.86	
			INV-32085 - HELSALL COURT, SORRENTO TRAFFIC CONTROL	03222	1,593.24	
			INV-32113 - MAPLE STREET, GREENWOOD TRAFFIC CONTROL	03222	1,703.52	
			INV-32117 - TRAFFIC CONTROL FOR PLOVER WAY KINGSLEY	03222	1,087.35	
			INV-32121 - TRAFFIC CONTROL MULLALOO SURF CLUB	03222	1,225.26	
			INV-32122 - CLARKE CRES JOONDALUP TRAFFIC CONTROL	03222	887.93	
			INV-32123 - SUSSEX WAY, CURRAMBINE	03222	556.55	
			INV-32124 - OCEAN REEF ROAD, OCEAN REEF	03222	747.78	
			INV-32165 - 22 TRAILWOOD DRIVE, WOODVALE	03222	809.19	
EF110673	14/04/2023	QUALITY NOMINEES PTY LTD (TAMAN TOOLS)				796.09
			INV-46112 - PARTS		110.79	
			INV-46204 - PARTS ONLY		685.30	
EF111020	28/04/2023	QUALITY NOMINEES PTY LTD (TAMAN TOOLS)				260.83
			INV-46332 - PARTS		260.83	
EF110983	28/04/2023	R. DIGMAN & INTERIOR GROUP INTERNATIONAL PTY LTD				9,449.00
			1326 - ACOUSTIC PRODUCTS		9,449.00	
EF110458	14/04/2023	RACHAEL BELL & BEN BOISDEVESY				375.00
			RIM78786 - SUBSIDY PAYMENT VEHICLE CROSSING		375.00	
EF110462	14/04/2023	RACHEL AMBER JONES				61.65
			BPU22/0568 - BUILDING SERVICES LEVY REFUND		61.65	
EF110479	14/04/2023	RD & EA BARKER				134.64
			166033 - RATES REFUND		134.64	
EF110451	14/04/2023	REALMARK NORTH COASTAL				444.64
			108461 - RATES REFUND		444.64	
EF110803	28/04/2023	REBECCA MOLLOY				1,848.71
			118659 - RATE REFUND		1,848.71	
EF110471	14/04/2023	REBECCA TAWAB				150.00
			28/03/23 - DOG REGISTRATION REFUND		150.00	
EF110649	14/04/2023	RELIABLE FENCING WA PTY LTD				693.00
			5568 - REACTIVE MATERIALS - SPORTS INFRASTRUCTU		693.00	
EF110482	14/04/2023	RENAE BASSO				159.00
			05/04/23 - REFUND OF 240L WASTE BIN		159.00	
EF110647	14/04/2023	RESEARCH SOLUTIONS PTY LTD				53,654.70
			100425 - CONSULTANCY		53,654.70	
EF111051	28/04/2023	RG HAMMOND & TS MURPHY T/AS ZAP CIRCUS				5,500.00
			803 - AURORA – A CIRCUS SENSATION		5,500.00	
EF110909	28/04/2023	RICHARD HARRISON				500.00

CEO's Delegated Payments List (Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			246 - 7 CREMORNE COURT - REMOVE BEES		250.00	
			247 - CHELFORD PARK, WARWICK - REMOVE BEES		250.00	
EF110798	28/04/2023	ROBERT MALCOLM				189.00
			2737298 - REFUND - CRAIGIE LEISURE CENTRE		189.00	
EF110485	14/04/2023	ROBERT MURRAY				569.86
			129731 - RATE REFUND		569.86	
EF110806	28/04/2023	ROBERT SEMPLE				122.30
			199704 - RATES REFUND		122.30	
EF111049	28/04/2023	ROBERTA ANN WALDECK (CRESWELL)				600.00
			COJ1 - SALE OF ARTWORK LESS COMMISSION		600.00	
EF110987	28/04/2023	ROBOWASH PTY LTD				1,210.00
			R098633 - PARTS		605.00	
			R099069 - RENTAL CHARGE		605.00	
EF110787	28/04/2023	ROBYN MARY TEEDE				288.00
			1 14/04/23 - SALE OF ARTWORK LESS COMMISSION		288.00	
EF110461	14/04/2023	ROCKY BAY LTD				7.10
			30495 - REIMBURSE OVERPAYMENT		7.10	
EF110469	14/04/2023	RODOLFO & REBEKKAH AVELLINO				7,564.60
			173486 - RATES REFUND		7,564.60	
EF110988	28/04/2023	ROMEX AUSTRALIA PTY LTD				2,576.75
			202303427 - REID PROMENADE CAR PARK LPR AND VMS MTCE & SERV MARCH 23		1,601.05	
			202304401 - INTERCOM ANSWERING SERVICE-PARKING MAR 23		643.72	
			202304416 - REPAIR EXIT 1 BOOM ARM		331.98	
EF110857	28/04/2023	ROS BLACKBURN				1,500.00
			155662 - CAE 23 WINNER: HIGHLY COMMENDED AWARD		1,500.00	
EF110455	14/04/2023	ROSALYN DELL				162.50
			25/03/23 - RECOGNITION FOR YOUTH DEVELOPMENT TEAM		162.50	
112799	28/04/2023	ROSLYN BLACKBURN				880.00
			155661 - SALE OF ARTWORK LESS COMMISSION		880.00	
EF110646	14/04/2023	ROYAL BUSINESS PRODUCTS				2,755.50
			8458 - CAT6 CABLES AS QUOTED		2,646.05	
			8459 - MICROSOFT SCULPT WIRELESS COMFORT COMBO		109.45	
EF110986	28/04/2023	ROYAL BUSINESS PRODUCTS				1,669.14
			8455 - IEC C13 MAINS Y-CORD CABLES		150.59	
			8457 - CAT 6 1M BLUE CABLE		1,166.55	
			8460 - COJ EXTERNAL USB DRIVE		352.00	
EF110637	14/04/2023	ROYAL PRIDE PTY LTD (PAV SALES & INSTALLATION)				162.80
			210556 - BATTERIES FOR GF STUDIO		162.80	
EF110730	14/04/2023	RUSSEL FISHWICK				323.16
			APRIL 23 - EXPENSE REIMBURSEMENT APRIL 2023		323.16	
EF111058	28/04/2023	RUSSEL FISHWICK				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF110607	14/04/2023	RUTLEY FAMILY TRUST (MADLANTIS BUS CHARTER)				640.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			1689 - CIVICS TOUR - KINROSS PRIMARY SCHOOL 28/03/23		640.00	
EF110747	14/04/2023	RYAN KEVIN CLUNE T/AS PRESTIGE WORLDWIDE				1,700.00
			75 - MC SERVICES - SKATE COMPS 23		1,700.00	
EF110804	28/04/2023	RYAN PAUL MEZGER				483.60
			116821 - RATES REFUND		483.60	
EF110989	28/04/2023	RYOGA DESIGN STUDIO PTY LTD				33,070.04
			2021015 - COMMUNITY ART PROJECT - FIELD OF FLIGHT		22,000.00	
			2021016 - COMMUNITY ART PROJECT - FIELD OF FLIGHT		11,070.04	
EF110658	14/04/2023	S ENTERPRISES (WA) PTY LTD T/AS SPRODUCTIONS				2,640.00
			430 - FREESTYLE EDGE FACILITATOR		2,640.00	
EF110662	14/04/2023	SAGE AUTOMATION PTY LTD				1,664.30
			156196 - ENGINEERING SUPPORT FIRMWARE		1,664.30	
EF110799	28/04/2023	SAM LIBURD				82.00
			30794 - BLACKBOY PARK NO BOOKING REQUIRED BID 30794		82.00	
EF110484	14/04/2023	SAMANTHA ANNE DURBIN				150.00
			03/04/23 - REFUND - DOGL STERILISATION		150.00	
EF110786	28/04/2023	SANDY PRIDEAUX				800.00
			2 - SALE OF ARTWORK LESS COMMISSION		800.00	
EF110591	14/04/2023	SANPOINT PTY LTD T/AS LD TOTAL				25,652.22
			125977 - MAINTENANCE WORK MARCH VARIOUS LOCATIONS	02619	3,514.50	
			125985 - HERBISITE APPL. GRANADILLA ST& POYNTER	01322	82.50	
			126132 - ILUKA ESTATE	02619	1,912.02	
			126133 - LANDSCAPE MTCE SERV ILUKA MARCH 23	02619	20,143.20	
112800	28/04/2023	SARAH WAKEB				160.00
			1 12/04/2023 - SALE OF ARTWORK LESS COMMISSION		160.00	
EF111007	28/04/2023	SCADDEN UNITED PTY LTD (TONY SCADDEN DIESEL)				3,716.63
			1750 - SERVICING	03020	1,846.63	
			1751 - MECHANICAL PLANT & EQUIPMENT REPAIRS 03/04-09/04/23	03020	1,215.50	
			1753 - MECHANICAL PLANT & EQUIPMENT REPAIRS 10/04-16/04/23	03020	654.50	
EF110657	14/04/2023	SCHIAVELLO SYSTEMS (WA) PTY LTD				43,491.80
			IN2023090072 - FURNITURE		42,276.30	
			IN2023090074 - OTHER BUILDINGS BUDGET - EXT CONT		1,215.50	
EF110998	28/04/2023	SCHIAVELLO SYSTEMS (WA) PTY LTD				279,688.20
			IN2023090063 - ELECTRIC ADJUSTABLE WORKSTATIONS IMS		274,674.40	
			IN2023100011 - CORNER KEYBOARD LOZENGES		5,013.80	
EF110651	14/04/2023	SCOTT PRINT				2,822.60
			170304 - 6000 LIBRRAY HOUR MAGNETS Q405949		2,822.60	
EF111002	28/04/2023	SEA JEWELLS PTY LTD (SEA JEWELS SWIMWEAR)				4,725.00
			48396 - SWIM SCHOOL RASHIES		4,725.00	
EF110752	14/04/2023	SECUREPAY PTY LTD				487.87

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			585308 - WEB TRANSACTION FEES MARCH 23		487.87	
EF110652	14/04/2023	SEEK LIMITED				4,119.89
			503091194 - 12 MONTH FOR BRANDED JOB ADVERTISING		4,119.89	
EF110659	14/04/2023	SEVEN NETWORK (OPERATIONS) LIMITED				3,732.17
			DSO13386 - 2023 JOONDALUP FESTIVAL ADVERTSING		3,732.17	
EF111011	28/04/2023	SHAYONA HOLDINGS PTY LTD				90.90
			938 - NEWSPAPERS FOR WHITFORD LIBRARY 06/03-02/04/23		90.90	
EF111014	28/04/2023	SHOT BY THOM PTY LTD				12,210.00
			INV-0306 - PHOTOGRAPHY SERVICES MITP 3		12,210.00	
EF110852	28/04/2023	SIEW MUN BOWEN				171.00
			Q3 2022/23 - VOLUNTEER SUBSIDY REIMBURSEMENT Q3 2022/23		171.00	
EF110793	28/04/2023	SIMON ROLPH				189.00
			2750275 - REFUND CRAIGIE LEIS CTR		189.00	
EF111010	28/04/2023	SINE GROUP PTY. LTD.				2,352.90
			2020-29225 - RENEWAL OF IPAD DEVICE		2,352.90	
EF110922	28/04/2023	SINGH & LENFERNA PTY LTD (IGA HEATHRIDGE MARKET PLACE)				35.50
			675886 - ACTIVITY AND COOKING WORKSHOP		35.50	
EF110661	14/04/2023	SKYLINE LANDSCAPE SERVICES GROUP PTY LTD (SKYLINE LANDSCAPE				1,017.14
			INV0122537 - ELCAR PARK		467.14	
			INV0122538 - DELMARE PARK		550.00	
EF111006	28/04/2023	SKYLINE LANDSCAPE SERVICES GROUP PTY LTD (SKYLINE LANDSCAPE				1,017.14
			INV0120428 - DOG EXERCISE PARK - ELCAR PARK MTCE		467.14	
			INV0120429 - LANDSCAPE MAINTENANCE - DELAMERE PARK AN		550.00	
EF110994	28/04/2023	SLATER GARTRELL SPORTS				3,476.00
			SG57811/01 - NETBALL POST PADS		3,476.00	
EF110664	14/04/2023	SMART PARKING LIMITED				2,574.00
			AU-IN000223 - REPLACE 12 OFFLINE PARKING SENSORS TOM SIMPSON PARK		2,574.00	
EF110654	14/04/2023	SMART URBAN PTY LTD				4,510.00
			30450 - BOLLARD LOCK SOCKET		4,510.00	
EF111008	28/04/2023	SOILS AINT SOILS PTY LTD				462.00
			81308-16 - KERBING MAINTENANCE		462.00	
EF111003	28/04/2023	SONIC HEALTHPLUS PTY LTD				1,404.70
			2887054 - PRE-EMPLOYMENT MEDICAL		525.80	
			2899210 - MEDICAL CHECK		353.10	
			2899211 - MEDICAL -DEVELOPMENT ENGINEER		525.80	
EF110666	14/04/2023	SOUNDTRACK AUSTRALIA PTY LTD				275.00
			INV-0688 - GALAXY GREASE DJ		275.00	
EF110660	14/04/2023	SPORT AND RECREATION SURFACES PTY LTD				30,305.00
			INV-01356 - HEATHRIDGE PARK TENNIS COURT		22,385.00	
			INV-01371 - REACTIVE MATERIALS - SPORTS INFRASTRUCTU		275.00	
			INV-01372 - REACTIVE CONTRACTORS - SPORTS INFRASTRUC		3,300.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

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			INV-01373 - SPORTING INFRASTRUCTURE - EXT CONT		4,345.00	
EF110996	28/04/2023	SPORTS TURF TECHNOLOGY PTY LTD				896.50
			INV-3705 - PENISTONE WEST OVAL	00122	478.50	
			INV-3706 - PERCY DOYLE SW SOCCER FIELD	00122	418.00	
EF110750	14/04/2023	ST JOHN AMBULANCE AUSTRALIA (WA)				2,552.00
			FAINV01068859 - FIRST AID		160.00	
			STKINV00042678 - LIFEPAK DEFIBRILLATOR		2,392.00	
EF111077	28/04/2023	ST JOHN AMBULANCE AUSTRALIA (WA)				19.97
			STKINV00042898 - DEFIBRILLATOR AED READY PACK		19.97	
EF110579	14/04/2023	STARMIX HOLDINGS PTY LTD (IMAGE BOLLARDS)				297.00
			8799 - TWO PIECE FLEXI		297.00	
EF110650	14/04/2023	STATEWIDE CLEANING SUPPLIES P/L				2,376.53
			SI468103 - TORK SOFT MINI JUMBO TOILET ROLL 2PLY	00720A	635.87	
			SI468323 - CLEANING SUPPLIES FOR CRAIGIE	00720A	970.71	
			SI470326 - 120BCHD – 120 HEAVY DUTY BINLINERS	00720A	769.95	
EF110992	28/04/2023	STATEWIDE CLEANING SUPPLIES P/L				8,515.23
			SD544503 - CLEANING SUPPLIES	00720A	863.37	
			SI471314 - FITWIPES	00720A	3,822.50	
			SI471808 - CLEANING SUPPLIES	00720A	3,829.36	
EF110764	17/04/2023	STATEWIDE CORPORATION PTY LTD T/AS STATEWIDE STAGING SYSTEMS				52,479.12
			INV-1003869 - STAGING FOR VALENTINE'S CONCERT 23		52,479.12	
EF111044	28/04/2023	STEFNA FAMILY TRUST T/AS WEST TIP WASTE CONTROL PTY LTD				536.84
			71501 - PERCY DOYLE PARK, DUNCRAIG	00121	536.84	
EF110767	21/04/2023	STEPS CO PTY LTD				2,508.00
			420 - SCRG FACILITATION		2,508.00	
EF110812	28/04/2023	STEVEN FLINT				30.00
			INWE23/19549 - REFUND - DOG STERILISATION		30.00	
EF110653	14/04/2023	STILES ELECTRICAL				5,464.80
			8680 - HILLARYS BEACH PARK DRILLING		5,464.80	
EF110565	14/04/2023	STRATA CORPORATION PTY LTD (STRATAGREEN)				1,414.95
			153036 - REACTIVE MATERIALS - LANDSCAPING MAINTEN		828.63	
			153173 - REACTIVE MATERIALS - LANDSCAPING MAINTEN		117.26	
			153393 - 922 OCEAN REEF RD CR - TRIMMER		469.06	
EF110900	28/04/2023	STRATA CORPORATION PTY LTD (STRATAGREEN)				938.43
			153603 - LANDSCAPERS RAKE		717.16	
			153604 - LANDSCAPERS RAKE		221.27	
112782	6/04/2023	SUNDRY CREDITOR - RATES REFUND				81.71
			272474 - MELISSA R DOHERTY		81.71	
112783	6/04/2023	SUNDRY CREDITOR - RATES REFUND				247.20
			272474 - PERPETUAL CORPORATE TRUSTEE LTD		247.20	
112784	6/04/2023	SUNDRY CREDITOR - RATES REFUND				298.61

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			272474 - DAVID P & IDA ANN WOODWARD		298.61	
112785	6/04/2023	SUNDRY CREDITOR - RATES REFUND				293.44
			272474 - JANE & LINDSAY CASTELL		293.44	
112786	6/04/2023	SUNDRY CREDITOR - RATES REFUND				300.05
			272474 - BARRY V & BEVERLEY A COOPER-COOKE &		300.05	
112787	6/04/2023	SUNDRY CREDITOR - RATES REFUND				419.17
			272474 - BELINDA J & GEOFFREY A GODDARD		419.17	
112788	6/04/2023	SUNDRY CREDITOR - RATES REFUND				299.49
			272474 - BERTEALE HEATHER BROWN		299.49	
112789	6/04/2023	SUNDRY CREDITOR - RATES REFUND				529.08
			272477 - THU THI MY LE		529.08	
112795	21/04/2023	SUNDRY CREDITOR - RATES REFUND				858.64
			272754 - A STAMPOULTZIS		858.64	
112796	21/04/2023	SUNDRY CREDITOR - RATES REFUND				357.21
			272759 - HELEN BYFIELD		357.21	
112797	21/04/2023	SUNDRY CREDITOR - RATES REFUND				525.49
			272802 - CHRISTINE MACKLE		525.49	
112798	21/04/2023	SUNDRY CREDITOR - RATES REFUND				745.84
			272856 - NAHID DALILI AND ALI DALILI		745.84	
EF110667	14/04/2023	SUPERIOR NOMINEES PTY LTD (MIRACLE RECREATION EQUIPMENT)				1,188.00
			52029 - REACTIVE MATERIALS - FURNITURE MAINTENAN		1,188.00	
EF111013	28/04/2023	SUPERIOR NOMINEES PTY LTD (MIRACLE RECREATION EQUIPMENT)				814.00
			52454 - PLAY EQUIPMENT MTCE		236.50	
			52457 - PLAY EQUIPMENT		577.50	
EF110663	14/04/2023	SUREDATA PTY LTD (STAY CYBER SAFE)				5,500.00
			20190183 - WA CYBER AWARDS 2023		5,500.00	
EF110656	14/04/2023	SURUN SERVICES PTY LTD				2,091.60
			INV-10924-Y1Q4Y1 - LABOUR RATE - ELECTRICIAN NORMAL WORKIN	VP183074	1,180.85	
			INV-10951-X5V1W6 - MATERIALS PERCENTAGE MARK-UP RATE 10%	VP183074	910.75	
EF110801	28/04/2023	SUSAN A HART				750.00
			RIM 78654 113451 - CROSSOVER SUBSIDY		375.00	
			RIM78654 - VEHICLE CROSSING		375.00	
EF110781	28/04/2023	SUZANNE LYNDSEY THOMPSON				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF110655	14/04/2023	SWAN TOWING SERVICE				302.50
			290642 - DELIVERY MASSEY FERGUSON 5710 TRACTOR		302.50	
EF110997	28/04/2023	SWAN TOWING SERVICE				302.50
			291539 - DELIVERY VEHICLE: BUGGY & ASSORTED ITEM		302.50	
EF110738	14/04/2023	SYDEL NOMINEES PTY LTD T/AS IMAGESOURCE DIGITAL SOLUTIONS				4,126.10
			466303 - ELITE TEAR DROP BANNERS		1,980.00	
			466939 - A5 HEALTH PLANNERS TOP UP PRINT ORDER		654.50	
			466971 - DIRECTIONAL SIGNAGE JOONDALUP FESTIVAL 23		214.50	
			467087 - INNOVATION PRECINCT PULL UP BANNER		264.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			467089 - A2 POSTERS - LIBRARY ADMINISTRATION		353.10	
			467186 - COJ JOONDALUP FESTIVAL		456.50	
			467249 - VARIOUS LIBRARY PRINTING		203.50	
EF111065	28/04/2023	SYDEL NOMINEES PTY LTD T/AS IMAGESOURCE DIGITAL SOLUTIONS				484.00
			467346 - REMOVAL OF CITY CENTRE COREFLUTE SIGNAGE		484.00	
EF111074	28/04/2023	T A & J L REYNOLDS				1,166.80
			46 - ELECTED MEMBER COURIER MARCH 23		1,166.80	
EF110688	14/04/2023	T C PRECAST PTY LTD				13,077.90
			SI-00005793/3 - GRATED COVER RAISED/FLUSH 25MM WITH LOCK	02722	3,652.00	
			SI-00005987 - UNIVERSAL SIDE ENTRY SYSTEM TYPE (3) (CO	02722	3,491.40	
			SI-00006184 - GRATED COVER RAISED/FLUSH	02722	5,934.50	
EF110676	14/04/2023	T J DEPIAZZI & SONS				12,812.80
			128177 - SUPPLY AND DELIVERY OF CERTIFIED PATHOGEN	VP308927	12,812.80	
EF111024	28/04/2023	T J DEPIAZZI & SONS				39,170.56
			128382 - MULCHING		12,812.80	
			128383 - MULCH	VP308927	9,152.00	
			128403 - SUPPLY AND DELIVERY OF CERTIFIED PATHOGE	VP308927	9,152.00	
			128573 - HUXLEYS TRAIL BURNS BEACH	VP308927	8,053.76	
EF110447	14/04/2023	TAMALA PARK REGIONAL COUNCIL				25,571.62
			27/03/23 - NET GST OWED TPRC ON DEVELOPMENT COSTS FOR FEB 23		25,571.62	
EF111028	28/04/2023	TELSTRA LIMITED				41,429.04
			0808484700 24/03/23 - SERVICES & EQUIPMENT RENTAL IT		2,396.31	
			1091177800 09/03/23 - PARKING SERVICES		169.99	
			1091177800 09/04/23 - PARKING SERVICES		169.99	
			2535365000 07/03/23 - COUNCIL SUPPORT		165.00	
			2650167000 06/02/23 - FIXED LINES		10,604.76	
			2650167000 09/03/23 - FIXED LINES		10,863.57	
			3778004400 26/03/23 - RANGER SERVICE		73.41	
			3812615684 25/03/23 - MOBILES		10,299.11	
			3812615700 25/03/23 - M2M SERVICES		6,686.90	
EF110678	14/04/2023	TENCO ENGINEERS PTY LTD				1,815.00
			T23246 - LIGHTING - PERCY DOYLE BOWLING FIELD		1,815.00	
EF110813	28/04/2023	TERRI LYNNE HOY				1,059.55
			155187 - RATES REFUND		1,059.55	
EF110679	14/04/2023	THE EVENT MILL PTY LTD				275.00
			16093 - CLEANING OF RUGS JOONDALUP FESTIVAL		275.00	
EF110731	14/04/2023	THE FAMILY PLANNING ASSOCIATION OF WA (INC) T/AS SEXUAL				412.50
			SINV26263 - 21ST MARCH SHQ SESSION 1.5 HOURS		412.50	
EF110714	14/04/2023	THE GREG DELL'ERA FAMILY TRUST (WANNEROO SLASHING CONTRACTOR				3,861.00
			B1226 - INSTALLATION OF NON COMPLIANT FIRE BREAK		3,861.00	
EF110573	14/04/2023	THE HAIRY GODMOTHERS				7,700.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			230404 - AURORA - DIZNEY JOONDALUP FESTIVAL 2023		7,700.00	
EF110939	28/04/2023	THE LASERVISION AUSTRALIA PTY LTD				24,200.00
			INV-0284 - WATER, LIGHTS & LASER SPECTACULAR		24,200.00	
EF110687	14/04/2023	THE METROPOLITAN HOSPITALITY GROUP PTY LTD				4,644.70
			1008939 - CATERING JOONDALUP FESTIVAL 2023 VIP		4,644.70	
EF111064	28/04/2023	THE ONLINE SHOPPING CO PTY LTD T/AS HIRE KING				1,716.01
			40241 - RED CARPET 5M X 1.2M		1,716.01	
EF110644	14/04/2023	THE ROYAL LIFE SAVING SOCIETY WA INC				350.00
			153082 - STAFF PD SESSION - MARCH		350.00	
EF111075	28/04/2023	THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS				19,319.30
			IN000685 - POUND FEES MARCH 23 OTHER ANIMALS	03322	203.50	
			IN000686 - POUND FEES MARCH 23 DOGS	03322	7,087.30	
			IN000687 - POUND FEES MARCH 23 CATS	03322	3,437.50	
			INN000661 - POUND FEE DOGS - FEB 23	03322	8,591.00	
EF110680	14/04/2023	THE TEMPANY FAMILY TRUST				4,510.00
			1728 - AV EQUIPMENT CREW AND TRANSPORT		4,510.00	
EF110578	14/04/2023	THE TONY STAMPALIA TRUST T/AS INCREDIBLE BULK				57,631.96
			1773 - BULK GREEN VERGE COLLECTION CONNOLLY	02022	33,338.84	
			1774 - BULK GREEN VERGE COLLECTION	02022	24,293.12	
EF110920	28/04/2023	THE TONY STAMPALIA TRUST T/AS INCREDIBLE BULK				28,243.22
			1775 - BULK GREEN VERGE COLLECTION JOONDALUP	02022	28,243.22	
EF110501	14/04/2023	THE TRUSTEE FOR ADEPT ENTERPRISES TRUST (ADEPT PHOTO BOOTHS)				699.00
			1807-001 - ROAMING PHOTO BOOTH 2HR PACKAGE		699.00	
EF110851	28/04/2023	THE TRUSTEE FOR BELDON PIZZA UNIT TRUST				566.96
			30/03/23 - JUNIOR SOCCER GRAND FINALS - PIZZAS		20.91	
			30/03/23 1 - JUNIOR SOCCER GRAND FINALS - PIZZAS		17.92	
			30/03/23 2 - JUNIOR SOCCER GRAND FINALS - PIZZAS		44.67	
			30/03/23 3 - JUNIOR SOCCER GRAND FINALS - PIZZAS		17.92	
			30/03/23 4 - JUNIOR SOCCER GRAND FINALS - PIZZAS		17.92	
			30/03/23 5 - JUNIOR SOCCER GRAND FINALS - PIZZAS		17.92	
			30/03/23 6 - JUNIOR SOCCER GRAND FINALS - PIZZAS		17.92	
			30/03/23 7 - JUNIOR SOCCER GRAND FINALS - PIZZAS		17.92	
			30/03/23 8 - JUNIOR SOCCER GRAND FINALS - PIZZAS		17.91	
			31/03/23 9 - JUNIOR SOCCER GRAND FINALS - PIZZAS		53.71	
			31/03/23 10 - JUNIOR SOCCER GRAND FINALS - PIZZAS		53.71	
			31/03/23 11 - JUNIOR SOCCER GRAND FINALS - PIZZAS		53.71	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			31/03/23 12 - JUNIOR SOCCER GRAND FINALS - PIZZAS		53.71	
			31/03/23 13 - JUNIOR SOCCER GRAND FINALS - PIZZAS		53.71	
			31/03/23 14 - JUNIOR SOCCER GRAND FINALS - PIZZAS		107.40	
EF110990	28/04/2023	THE TRUSTEE FOR CIVITAS NOVA TRUST (RTSM CONSULTING)				3,080.00
			2227-1 - CONSULTANCY - DESIGN AUDIT		3,080.00	
EF110539	14/04/2023	THE TRUSTEE FOR CLUSTER ARTS UNIT TRUST				3,257.10
			INV-0873 - AURORA – BEE STORY JOONDALUP FESTIVAL 23		3,036.00	
			INV-0901 - ADDITIONAL FREIGHT CHARGE WAIT TIME TO OFFLOAD CONTAINER AT HILLARYS		221.10	
EF110749	14/04/2023	THE TRUSTEE FOR D HEATH FAMILY TRUST TAS STAGE AND STUDIO				2,139.28
			H1606 - VENUE: GALAXY DRIVE -IN GREASE THEME		2,139.28	
EF110556	14/04/2023	THE TRUSTEE FOR EVENT SERVICES AUSTRALIA UNIT TRUST				1,362.98
			INV-202993 - OUTSOURCING CASUAL STAFFING		1,362.98	
EF110690	14/04/2023	THE TRUSTEE FOR GOPAL & PINDOLIA FAMILY TRUST (TREACY				25,493.60
			665512 - FENCING - EXT CONT		25,493.60	
EF110913	28/04/2023	THE TRUSTEE FOR HAYTO TRUST (SOCO STUDIOS)				550.00
			3135 - 10-15 SEC INVESTMENT ATTRACTION VIDEOS		550.00	
EF110513	14/04/2023	THE TRUSTEE FOR OCEANS 17 UNIT TRUST (BRAVEN GROUP SERVICES)				5,280.00
			INV-1633 - VERBAL RESOLUTION TRAINING 16/03/23		5,280.00	
EF110120	4/04/2023	THE TRUSTEE FOR REED TRADING TRUST T/AS RESOURCE FURNITURE				2,681.47
			62163 - NEWSPAPER DISPLAY UNIT - SINGLE SIDED		2,681.47	
EF110569	14/04/2023	THE TRUSTEE FOR THE BLACKHAM FAMILY TRUST				400.00
			INV-1706 - EVENT - SEED SAVING WORKSHOP 04/04/23		400.00	
EF111072	28/04/2023	THE TRUSTEE FOR THE KEENAN FAMILY TRUST T/AS NORTHERN				1,595.00
			45098 - CORD CUTTING		1,595.00	
EF110832	28/04/2023	THE TRUSTEE FOR THE PANACON UNIT TRUST T/AS ARCHITECTURAL				534.93
			50830B - TIMBERLANE PARK		187.88	
			50857B - CENTRAL PARK TOILETS LOCK		171.60	
			50861B - LOCK AND KEYS		175.45	
EF110638	14/04/2023	THE TRUSTEE FOR THE PARAGON TRUST (PARAGON CORPORATE				2,194.50
			44387 - CERT IV SECURITY RISK ANALYSIS		2,194.50	
EF110616	14/04/2023	THE TRUSTEE FOR THE R & J PIGDON FAMILY TRUST				979.65
			15255 - MAGAZINES JOON LIBRARY		640.30	
			I0000015258 - MAGAZINES AND REFERENCE		339.35	
EF110965	28/04/2023	THE TRUSTEE FOR THE R & J PIGDON FAMILY TRUST				395.16
			15266 - MAGAZINES		395.16	
EF110627	14/04/2023	THE TRUSTEE FOR THE REEDY FAMILY HYBRID DISCRETIONARY TRUST				495.00

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-04074 - AUDIT FEES-PLAYSAPCE AUDIT @ FLINDERS PA		495.00	
EF110759	14/04/2023	THE TRUSTEE FOR THE RIGANELLO FAMILY TRUST (WOODVALE				17,125.90
			999 - PERCY DOYLE SOCCER 1 DUNCRAIG FENCING	VP254417	17,125.90	
EF111081	28/04/2023	THE TRUSTEE FOR THE RIGANELLO FAMILY TRUST (WOODVALE				2,187.46
			1003 - MIRROR PARK OCEAN REEF FENCING	VP254417	719.40	
			1004 - LOCHEY CLOSE - KINROSS FENCING	VP254417	137.50	
			1005 - CNR MARMION AVE & ALBION ROAD - CRAIGIE FENCING	VP254417	1,044.45	
			965 - CHADSTONE PARK SUMP REPAIR FENCING	VP254417	286.11	
EF110993	28/04/2023	THE TRUSTEE FOR THE SKIPPERS UNIT TRUST TAS JOHN HUGHES				33,605.80
			3877402 - VOLKSWAGEN T-CROSS		33,605.80	
EF110980	28/04/2023	THE TRUSTEE FOR THE SPRIGGS FAMILY TRUST (PLACER MANAGEMENT				1,650.00
			2014709 - CAREER TRANS PROGRM - S GUYTON		1,650.00	
EF110677	14/04/2023	THE TRUSTEE FOR USSHERIDAN TRUST (WESTWORKS CONSULTANCY)				1,353.00
			9371 - LANDSCAPING CHICHESTER PARK		1,353.00	
EF110855	28/04/2023	TIDEPOOL PTY. LIMITED (BATHURST SIGNS & SCREENPRINTING)				1,540.00
			25219 - CHANGEROOM BRAILLE SIGNS		1,540.00	
EF110684	14/04/2023	TII AUSTRALIA PTY LTD				82.50
			71406 - REACTIVE MATERIALS - IRRIGATION MAINTENA		82.50	
EF110598	14/04/2023	TJ AND RJ SELLICK PTY LTD (LAWN DOCTOR)				2,045.33
			721571 - SULPHATE OF AMMONIA	01820	2,045.33	
EF110938	28/04/2023	TJ AND RJ SELLICK PTY LTD (LAWN DOCTOR)				51,324.16
			721565 - ZONE 2 MOWING VARIOUS AREAS	00221B	1,691.98	
			721566 - ZONE 2 R1 CATEGORY VERGES MOWING	00221B	9,397.29	
			721568 - SUPPLY AND APPLY GRANULATED NPK VARIOUS AREAS	01820	18,151.46	
			721570 - SUPPLY AND APPLY BAILEYS	01820	8,595.30	
			721626 - HARBOUR RISE BIAGRA - FEB 23 & 3.1.1 MAR 23	01820	1,665.48	
			721627 - BURNS BEACH BIAGRA FEB 23 & SOA MARCH 23	01820	5,374.23	
			721628 - WOODVALE WATERS -WOODVALE GRO-SORB- FEB 23 & 3.1.1 MARCH 23	01820	1,058.66	
			721629 - BAILEYS 3.1.1 GRANULATED (BAILEYS FERTIL	01820	5,389.76	
EF110754	14/04/2023	TOLL IPEC PTY LTD				62.51
			6055063 - COURIER 30/03/23		62.51	
EF111070	28/04/2023	TOM MCLEAN				2,705.83
			ALLOW-MTG-APR 2023 - MEETING FEE - APR 2023		2,705.83	
EF111018	28/04/2023	TOOLMART				342.00
			20230413-3-1-25260 - LANDSCAPING MTCE		57.00	
			20230419-3-2-26906 - BATTERY		285.00	
EF110669	14/04/2023	TOTAL EDEN PTY LIMITED				13,156.25
			412594831 - BURNS BEACH SAR MAINTENANCE	00920	10,332.00	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			412594833 - NORTHSHORE SUMPS MARCH 23		2,824.25	
EF111016	28/04/2023	TOTAL EDEN PTY LIMITED				5,995.99
			412629191 - BURNS BEACH BENGELLO PARK BASKETBALL COURT MTCE	00920	5,995.99	
EF111023	28/04/2023	TOTAL LANDSCAPE REDEVELOPMENT SERVICE PTY LTD				8,923.20
			INV-0911 - FLINDERS PARK LANDSCAPING		8,923.20	
EF110671	14/04/2023	TOTALLY WORKWEAR				4,504.50
			7200634191 - BOOTS WHYALLA BLACK, STEEL BLUE 312108,	VP253695	132.00	
			7200634972 - DISPOSABLE TROUSERS, DUPONT, SIZE L	VP253695	3,828.00	
			7200635665 - SHIRTS	VP253695	137.50	
			7200635666 - BOOTS HOBART, STEEL BLUE SIZE 9	VP253695	165.00	
			7200635759 - ZIP SIDED ANKLE BOOTS	VP253695	121.00	
			7200635760 - ANKLE BOOTS	VP253695	121.00	
EF111019	28/04/2023	TOTALLY WORKWEAR				650.10
			7200636741 - 'KATE' SLIM FIT PANTS WITH LOGO	VP253695	66.00	
			7200636741 - 'KATE' SLIM FIT PANTS WITH LOGO	VP270470	146.30	
			7200636745 - KINGGEE C-MAX5 ZIP SIDED ANKLE BOOT, BLA	VP253695	121.00	
			7200637045 - TROUSER EXP WAIST	VP253695	113.85	
			7200637048 - TROUSERS WITH LOGO	VP253695	66.00	
			7200637049 - TROUSERS WITH COJ LOGO	VP253695	99.00	
			7200637935 - PANT BIZ DETROIT REG FIT FLEXI-WAIST POL	VP253695	5.50	
			7200637935 - PANT BIZ DETROIT REG FIT FLEXI-WAIST POL	VP270470	32.45	
EF110682	14/04/2023	TP3 PTY LTD (JOONDALUP TROPHIES)				1,974.50
			IV00000002029 - MEDALS FOR STUDENT CITIZENSHIPS		1,974.50	
EF110674	14/04/2023	T-QUIP				1,710.30
			118246 - 2300HR S/S 98364 1GHN768 TORO 360 FM432		107.90	
			118420#26 - PARTS ONLY		1,584.25	
			118421#26 - PARTS ONLY		18.15	
EF111021	28/04/2023	T-QUIP				3,925.32
			118553#14 - BRAKE CABLE		246.60	
			118636 - WOC		1,295.63	
			118716#26 - PARTS		686.65	
			118718#26 - PARTS		555.20	
			118762#10 - PARTS		436.00	
			118883#10 - PARTS ONLY		635.83	
			118884 - PARTS		69.41	
EF110670	14/04/2023	TRAILER PARTS PTY LTD				166.88
			1385968 - PARTS ONLY		153.02	
			1385970 - PARTS ONLY		13.86	
EF111017	28/04/2023	TRAILER PARTS PTY LTD				170.17
			1387440 - PARTS		170.17	
EF110775	28/04/2023	TREVOR BLY				460.00
			68 - SALE OF ARTWORK LESS COMMISSION		460.00	
EF110675	14/04/2023	TRITON ELECTRICAL CONTRACTORS PTY LTD				13,683.12

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			24822TE - CLIFF STREET	01321	528.00	
			24863TE - MARINE AND PARNELL, SORRENTO REPAIRS	01321	588.50	
			24870TE - ELLISON PARK	01321	1,588.62	
			24880TE - CLIFFORD COLEMAN PARK SOLAR CABINET	01321	9,328.00	
			24915TE - MCCUBBIN PARK	01321	198.00	
			24917TE - WARWICK OPEN SPACE REPAIRS	01321	66.00	
			24925TE - MACDONALD PARK EAST	01321	132.00	
			24926TE - MCCUBBIN PARK	01321	396.00	
			24928TE - PERCY DOYLE SPORTING COMPLEX	01321	264.00	
			24931TE - TESTING PROBES AND RELAYS	01321	198.00	
			24934TE - SIR JAMES MCCUSKER	01321	198.00	
			24940TE - LITTORINA PARK	01321	198.00	
EF111022	28/04/2023	TRITON ELECTRICAL CONTRACTORS PTY LTD				2,326.50
			24948TE - MARINE AND ST PATRICK REPAIRS	01321	2,326.50	
EF110699	14/04/2023	TRUCK UNIT TRUST T/AS W A HINO SALES & SERVICE				149,645.01
			F4252 - DUAL CAB TRUCK 8500GVM XL W/B FIXED TRAY		149,645.01	
EF111036	28/04/2023	TRUCK UNIT TRUST T/AS W A HINO SALES & SERVICE				679.47
			295336 - PARTS ONLY		679.47	
EF110605	14/04/2023	TRULY AQUAMARINE HOLDINGS PTY LTD T/AS METAL ARTWORK CREATIO				25.85
			93409 - NAME BADGES MAGNETIC		25.85	
EF110949	28/04/2023	TRULY AQUAMARINE HOLDINGS PTY LTD T/AS METAL ARTWORK CREATIO				2,768.70
			93614 - FIBREGLASS BADGES		2,768.70	
EF110668	14/04/2023	TRUSTEE FOR LASEVA FAMILY TRUST (STUDIO APPETITE)				4,675.00
			INV-2341 - PUBLICITY & PROMOTIONS OF FESTIVAL EVENT		4,675.00	
EF110711	14/04/2023	TRUSTEE FOR RANSBERG UNIT TRUST T/AS WA PREMIX				2,238.94
			NE8110/01 - 25 MPA DALTON CRES, DUNCRAIG	00520	160.38	
			NE8110/02 - 25 MPA DE CRILLON PARK, CURRAMBINE	00520	267.30	
			NE8110/03 - 27 CUMBERLAND DRIVE, HILLARYS	00520	160.38	
			NE8110/05 - CLONTARF STREET, SORRENTO REAR LANE	00520	213.84	
			NE8110/06 - 25 MPA CONTOUR DRIVE, MULLALOO	00520	267.30	
			NE8110/07 - CREAM COLOURED CONCRETE ORITENT PARK	00520	421.30	
			NE8110/08 - CHARONIA ROAD, MULLALOO EAST OF 54	00520	320.76	
			NE8110/09 - 25 MPA PERCY DOYLE RESERVE	00520	267.30	
			NE811004 - NEWHAM WAY, KINGSLEY	00520	160.38	
EF111042	28/04/2023	TRUSTEE FOR RANSBERG UNIT TRUST T/AS WA PREMIX				1,550.34
			CL8169/01 - 10 MALDEN RD KINGSLEY	00520	213.84	
			NE8160/01 - 25 MATISSE WAY, KINGSLEY 25 MPA	00520	427.68	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			NE8160/02 - 4 SPOONBILL GROVE, KINGSLEY	00520	213.84	
			NE8160/03 - 38A FENTON WAY, HILLARYS	00520	267.30	
			NE8160/04 - 7 JOPE PLACE, DUNCRAIG	00520	213.84	
			NE8160/05 - 50 GURON ROAD, DUNCRAIG	00520	213.84	
EF110504	14/04/2023	TRUSTEE FOR THE BDG TRUST T/AS BOLLIG DESIGN GROUP				9,549.38
			2045/F17 - CONSULT CHICHESTER PARK SPORTS FACILITY PROJECT	01320	9,549.38	
EF110563	14/04/2023	TRUSTEE FOR THE JANSEN GRAY FAMILY TRUST T/AS GEOFF'S TREE				37,799.30
			J2301063997 - GRADIENT PARK BELDON	03520A	1,135.75	
			J2303104463 - TREE REMOVAL - LAKEWAY DRIVE	03520A	877.80	
			J2303104671 - SUPPLY AND OPERATE AN ELEVATED 16M WORK	03520A	602.80	
			J2303104714 - TREE REMOVAL INCLUDING DISPOSAL OF PRUNI	03520A	331.10	
			J2303104771 - TREE REMOVAL INCLUDING DISPOSAL OF PRUNI	03520A	331.10	
			J2303144845 - TREE REMOVAL INCLUDING DISPOSAL OF PRUNI	03520A	877.80	
			J2303204449 - SWEENEY PARK, PADBURY	03520A	3,894.00	
			J2303224715 - SUPPLY AND OPERATE AN ELEVATED 5M WORK P	03520A	556.60	
			J2303224804 - SUPPLY AND OPERATE AN ELEVATED 5M WORK P	03520A	695.75	
			J2303234711 - SOUTHERN CROSS PARK OCEAN REEF	03520A	4,818.00	
			J2303244803 - STUMP GRINDING VARIOUS LOCATIONS	03520A	950.40	
			J2303244846 - STUMP GRINDING VARIOUS LOCATIONS	03520A	262.90	
			J2303244943 - STUMP GRINDING VARIOUS LOCATIONS	03520A	1,094.50	
			J2303245006 - STUMP GRINDING INCLUDING DISPOSAL OF EXC	03520A	174.90	
			J2303245020 - MOOLANDA BOULEVARD KINGSLEY	03520A	716.10	
			J2303274807 - CENTRAL PARK BUSHLAND - PRUNING	03520A	1,622.50	
			J2303274953 - TERN RIDGE JOONDALUP	03520A	1,460.25	
			J2303285045 - KEMPENFELDT AVE, SORRENTO	03520A	331.10	
			J2303293784 - SUSSEX WAY, CURRAMBINE	03520A	974.05	
			J2303294935 - KOORRALBYN WAY, CONNOLLY	03520A	556.60	
			J2303294960 - VOLUNTEER PLACE, OCEAN REEF	03520A	556.60	
			J2303294981 - ST SEBASTIEN CHASE, ILUKA	03520A	556.60	
			J2303294995 - CANTARA RISE, OCEAN REEF	03520A	477.40	
			J2303295011 - QUARRY RAMBLE PARK, EDGEWATER	03520A	1,947.00	
			J2303304589 - ARBROATH CIRCLE, KINROSS	03520A	977.90	
			J2303304593 - TREE REMOVAL GOLDFINCH LOOP	03520A	903.10	
			J2303305014 - THE CORNICHE, HILLARYS	03520A	301.40	
			J2303305025 - LINDFIELD RETREAT KALLAROO	03520A	301.40	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			J2303305031 - 63 MONTEBELLO AVE, HEATHRIDGE	03520A	904.20	
			J2303305105 - WHEATLEY COURT GREENWOOD	03520A	1,021.90	
			J2303314938 - ROXBURGH CIRCLE, KINROSS	03520A	278.30	
			J2303314940 - NANIKA CRESCENT, JOONDALUP	03520A	278.30	
			J2303314947 - 88 LACEPEDE DRIVE, SORRENTO	03520A	973.50	
			J2303315013 - MARINE TERRACE, SORRENTO	03520A	301.40	
			J2303315029 - 1 FANTAIL PASS, JOONDALUP	03520A	486.75	
			J2304034770 - RIDGE PARK, EDGEWATER	03520A	2,982.65	
			J2304034955 - KING EDWARD DRIVE, HEATHRIDGE	03520A	653.40	
			J2304034964 - SPUR COURT, OCEAN REEF	03520A	653.40	
			J2304035017 - TIMBERLANE DRIVE, WOODVALE	03520A	980.10	
EF110898	28/04/2023	TRUSTEE FOR THE JANSEN GRAY FAMILY TRUST T/AS GEOFF'S TREE				29,375.39
			J02304054951 - 2 SHRIKE LANE, JOONDALUP	03520A	125.84	
			J02304064933 - 2 NOETIA COURT, HEATHRIDGE	03520A	653.40	
			J02304064988 - 36 DARROCH LOOP, KINROSS	03520A	653.40	
			J02304065028 - 28 GLENFIELD ROAD, KINGSLEY	03520A	653.40	
			J02305044097 - MARMION AVE, DUNCRAIG	03520A	1,706.10	
			J2301045139 - GREENLAW PARK, DUNCRAIG	03520A	2,810.50	
			J2304044942 - 3 GLENUNGA WAY, CRAIGIE	03520A	653.40	
			J2304045035 - DUNCRIG LEISURE CENTRE, WARWICK RD	03520A	653.40	
			J2304045051 - 53 MACNAUGHTON CRES, KINROSS	03520A	653.40	
			J2304045100 - 21 WHITEWOOD STREET, GREENWOOD	03520A	653.40	
			J2304045104 - 21 BOTTLEBRUSH DRIVE, GREENWOOD	03520A	326.70	
			J2304053846 - OPP 22 & 24 TRAILWOOD DRIVE WOODVALE	03520A	2,105.40	
			J2304054596 - 3 MOSMAN COURT KALLAROO	03520A	4,912.60	
			J2304054614 - 3/43 ANNANDALE CIRCLE, KINROSS	03520A	301.40	
			J2304055102 - KIRKDALE TURN, KINROSS	03520A	1,205.60	
			J2304065021 - 1 INVERNESS EDGE, CONNOLLY	03520A	1,306.80	
			J2304114365 - 23 TARCOOLA RETREAT, OCEAN REEF	03520A	1,052.70	
			J2304114941 - 5 CHARING CROSS ROAD, JOONDALUP	03520A	1,052.70	
			J2304124772 - CASTLECRAG PARK	03520A	1,052.70	
			J2304125159 - 83 BERNEDALE WAY, DUNCRAIG	03520A	326.70	
			J2304125169 - 32 TRISTANIA RISE, DUNCRAIG	03520A	980.10	
			J2304134945 - 9 CASSINA ROAD, DUNCRAIG	03520A	1,135.75	
			J2304135224 - 2 LEA PLACE, SORRENTO	03520A	602.80	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			J2304135225 - 46 FENTON WAY, HILLARYS	03520A	602.80	
			J2304135231 - 10 SUNBIRD PL, OCEAN REEF	03520A	517.00	
			J2304135249 - 2 MAHIA WAY, BURNS BEACH	03520A	517.00	
			J2304145145 - 67 WOODVALE DR, WOODVALE	03520A	602.80	
			J2304145149 - 129 WOODVALE DRIVE, WOODVALE	03520A	301.40	
			J2304145222 - 182 TRAPPERS DRIVE, WOODVALE	03520A	602.80	
			J2304145233 - 7B ELSKIE RISE JOONDALUP	03520A	653.40	
EF110703	14/04/2023	TRUSTEE FOR WA LIMESTONE UNIT TRUST T/AS WA LIMESTONE CO				1,489.55
			WA9660 - 19MM LIMESTONE - CRUSHED - SUPPLY ONLY	VP248139	655.87	
			WA9661 - 922 OCEAN REEF RD - LIMESTONE WOC	VP248139	622.82	
			WA9662 - 19MM LIMESTONE - CRUSHED - SUPPLY ONLY	VP248139	210.86	
EF110683	14/04/2023	TURF CARE WA PTY LTD				4,802.60
			INV-6342 - PERCY DOYLE SOCCER 1 DUNCRAIG		862.40	
			INV-6363 - PERCY DOYLE SOCCER1 DUNCRAIG - MOWING		616.00	
			INV-6388 - TURF RENOVATION		3,324.20	
EF111031	28/04/2023	UES (INT'L) PTY. LTD. (UES INTERNATIONAL)				101.09
			314566 - PARTS		101.09	
EF110691	14/04/2023	ULVERSCROFT LARGE PRINT BOOKS				715.97
			I147703AU - AUDIO AND LARGE PRINT FOR BOOKS ON WHEEL		560.24	
			I147704AU - AUDIO AND LARGE PRINT FOR BOOKS ON WHEEL		155.73	
EF110981	28/04/2023	UMBERTO PARDINI				392.00
			1 05/04/2023 - SALE OF ARTWORK LESS COMMISION		392.00	
EF110693	14/04/2023	UNIDATA PTY LTD				5,725.82
			20061 - CONSULT FOR ELECTRONIC DATA MONITORING SIMPSON PARK		5,725.82	
EF111030	28/04/2023	UNITED EQUIPMENT PTY LIMITED T/AS UNITED FORKLIFT				4,169.55
			61F-077298 - 1X 3 TONNE FORKLIFT - HILLARYS		1,415.15	
			FD48314 - REPAIRS TO HIRED FORKLIFT		2,754.40	
EF110695	14/04/2023	UNITING GLOBAL PTY LTD				449.84
			INV-0476 - WHITFORDS LIBRARY		105.60	
			INV-0482 - CC - CLEANING REACTIVE EXT CONTRACTORS		344.24	
EF111032	28/04/2023	UNITING GLOBAL PTY LTD				61,884.71
			INV-0464 - HILLARYS NORTH ADDITIONAL CLEAN 12/03/23		146.92	
			INV-0484 - RELEIF CLEAN FOR MULLALOO		99.68	
			INV-0485 - CLEANING VARIOUS AREAS		756.82	
			INV-0486 - CANOPY AND FLOOR PRESSURE CLEAN ADMIN		789.25	
			INV-0488 - ADMIN BUILDING CLEANING		398.64	
			INV-0490 - RELIEF CONTRACT CLEANING COMMUNITY CTRS MAR 23		38,360.84	
			INV-0491 - CLEANING VARIOUS TOILETS MAR 23		13,677.21	
			INV-0500 - REACTIVE CLEANING VARIOUS AREAS		773.47	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-0501 - RELIEF CLEAN 3 X TOILETS		199.33	
			INV-0502 - RELIEF CLEAN OF THE WOC MAR 23		4,385.04	
			INV-0506 - CLEANING CARPETS JOONDALUP ADMIN		1,228.89	
			INV-0507 - CLASS 3 - CLEANER (SATURDAY) 01/04/23 VARIOUS	03922	831.14	
			INV-0511 - CHICHESTER PARK CLEANING SUNDAY	03922	237.48	
EF110692	14/04/2023	URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA WA DIVISION				306.00
			INV-3815 - UDIA INDUSTRY BREAKFAST -CROWN, BURSWOOD		102.00	
			INV-3877 - UDIAWA INDUSTRY BREAKFAST CROWN BURSWOOD		204.00	
EF111029	28/04/2023	URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA WA DIVISION				102.00
			INV-3903 - A DEVELOPERS GUIDE TO THE NEW FRAMEWORK		102.00	
EF110872	28/04/2023	VALERIE ANN CAVE				88.00
			1 08/04/2023 - SALE OF ARTWORK LESS COMMISSION		88.00	
EF111004	28/04/2023	VEOLIA RECYCLING & RECOVERY PTY LTD				1,161,305.71
			166593 - DRIVE-BYS FOR DOMESTIC COLLECTION SERVIC JAN 23	03217	490,888.45	
			166695 - DOMECTIC SERVICE COLLECTION MARCH 23	03217	465,082.56	
			51909433.1 - PROCESSING OF GARDEN ORGANIC WASTE (ARIS 31/01/23	03218	12,848.64	
			52306087 - PROCESSING OF GARDEN ORGANIC WASTE (ARIS FEB 23	03218	72,751.84	
			52306087.1 - PROCESSING OF GARDEN ORGANIC WASTE (ARIS 28/02/23	03218	11,655.66	
			52717978 - PROCESSING OF GARDEN ORGANIC WASTE (ARIS MARCH 23	03218	92,385.16	
			52718081 - VPR216843 PROCESSING OF GENERAL WASTE FR	VP216843	2,017.40	
			52799184 - BULK BINS FOR CRAIGIE LEISURE CENTRE FOR	03217	1,371.99	
			52799192 - BULK BIN AT FLUER FREAME PAVILLION 23	03217	198.84	
			52799213 - BULK BINS AT HEATHRIDGE PARK FOR 23	03217	248.55	
			52799230 - BULK BINS FOR MOWING SHED MACDONALD PARK	03217	372.85	
			52799248 - BULK BINS WORKS OPERATIONS CENTRE 23	03217	880.52	
			52799256 - BULK BIN AT CENTRAL PARK	03217	198.84	
			52799264 - BULK BINS FOR JOONDALUP SPORTS ILUKA	03217	323.80	
			52799272 - BULK BINS FOR JOONDALUP SPORTS ILUKA	03217	118.36	
			52799281 - BULK BIN FOR LOWER CAR PARK JOONDALUP LIBRARY	03217	695.93	
			52799299 - BULK BINS FOR ADMIN JOONDALUP LOWER BASEMENT MARCH 23	03217	93.72	
			52799301 - BULK BINS FOR WHITFORDS HOCKEY AT WARWIC	03217	101.53	
			52799310 - BULK BIN FOR WINTON ROAD DEPOT 23	03217	49.71	
			52799328 - BULK BIN FOR WARWICK LEISURE CENTRE	03217	442.42	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			52799344 - BULK BINS AT MULLALOO SURF CLUB 2022/202	03217	658.25	
			52799555 - BULK BIN FOR WINDERMERE PARK JOONDALUP	03217	49.71	
			52799598 - BULK BINS AT KINGSLEY REC CENTRE FOR 202	03217	546.80	
			52799619 - MULTI-USE DWELLINGS - DOMESTIC REFUSE - MARCH 23	03217	5,563.81	
			52799803 - BULK BINS FOR WHITFORDS LIBRARY	03217	109.34	
			52806284 - BINS FOR SPIERS CENTRE IN HEATHRIDGE	03217	62.48	
			52807578 - BULK BINS FOR WARWICK BOWLS FOR 2022/202	03217	142.03	
			52822680 - BULK BINS FOR GRGWA 6 DUGDALE STREET WAR	03217	54.67	
			52828361 - BULK BINS FOR PINNAROO FOR 2022/2023	03217	1,391.85	
EF110697	14/04/2023	VERAISON WA PTY LTD				6,116.00
			INV-1124 - EM CULTURAL DEVELOPMENT PROGRAM 07/03/23		6,116.00	
EF111035	28/04/2023	VIEWTECH 3D PTY LTD				1,831.50
			INV-C2448 - CHICHESTER PARK CLUBROOMS VIRTUAL TOUR		1,831.50	
EF111034	28/04/2023	VOCUS PTY LTD T/AS VOCUS COMMUNICATIONS				48,181.08
			P992692 - MONTHLY CLOUD SERVICE CN6215		14,170.40	
			P993038 - CLOUD BACKUP CN3044		34,010.68	
EF110698	14/04/2023	VORGEE PTY LTD (VORGEE)				3,112.45
			173476 - SUPPLY OF SWIMWEAR, ACTIVEWEAR AND ASSOC	02222	3,112.45	
EF110574	14/04/2023	WA BUS AND COACHLINES PTY LTD (HORIZONS WEST BUS AND				997.19
			125998 - SHADOW CABINET BUS CHARTER-TOUR OF COJ		997.19	
EF110535	14/04/2023	WA CIRCUS SCHOOL INCORPORATED (CIRCUS WA)				487.00
			INV-3635 - ANCHORS YOUTH EVENT SERIES ACTIVITY ON		487.00	
EF110700	14/04/2023	WALGA				4,279.00
			SI-003699 - PROCUREMENT & CONTRACT ESSENTIALS COURSE		1,914.00	
			SI-004256 - EFFECTIVE SUPERVISION 4 & 5 APRIL 23		1,089.00	
			SI-004402 - WALGA TRAINING COURSE 12/06/23		638.00	
			SI-004403 - WALGA TRAINING COURSE 12/06/23		638.00	
EF111037	28/04/2023	WALGA				99.00
			SI-004510 - PLANT RECOGNITION AND RESTORATION		99.00	
EF110755	14/04/2023	WANNEROO ELECTRICS UNIT TRUST				44,923.89
			B28409 - SES WANNEROO REPAIRS AFTER TESTING	03022	491.70	
			B45283 - COST PLUS MARK-UP ON EWP/ CHERRY PICKER	03022	16,688.32	
			B46015 - GRAND OCEAN PARK	03022	360.80	
			B46035 - REID PROM TOILETS - DOOR LOCK	03022	99.00	
			B46037 - SEACREST PARK	03022	1,016.40	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			B46042 - GLENGARRY TOILETS- DISABLED SENSOR LIGHT	03022	330.00	
			B46074 - JOONDALUP ADMIN- DATA POINT & GPOS	03022	626.94	
			B46104 - ELECTRICAL TRADES PERSON - NORMAL HOURS	03022	5,580.85	
			B46128 - SES WINTON ROAD REPAIRS	03022	358.60	
			B46250 - HILLARYS PARK REPAIRS	03022	99.00	
			B46258 - DATA CABLING TECHNICIAN - NORMAL HOURS (	03022	964.70	
			B46313 - TOM SIMPSON PARK - DATA CABLING	03022	1,890.90	
			D46291 - INSTAL TELECELL LIGHTING CONTROL. WIRE,	03022	258.50	
			D46292 - NEIL HAWKINS	03022	613.80	
			D46294 - ROBIN PARK	03022	1,491.05	
			D46302 - MULLALOO NORTH TOILETS REPAIR	03022	258.50	
			D46316 - GENEFF PARK	03022	682.00	
			D46323 - KINGSLEY PARK	03022	871.20	
			D46328 - TIMBERLANE PARK REPAIRS	03022	166.10	
			D46346 - CONNOLLY C/C- NO POWER TO ALARM	03022	341.00	
			D46352 - WARWICK HOCKEY	03022	189.20	
			D46381 - CALEDONIA PARK REPAIRS	03022	99.00	
			G28333 - FLEUR FREAME	03022	695.20	
			G28336 - JOONDALUP LIBRARY	03022	1,248.50	
			G28338 - PENISTONE PARK	03022	695.20	
			G28339 - ROB BADDOCK	03022	918.50	
			G28486 - MOOLANDA CARE-REPAIRS AFTER TESTING	03022	22.00	
			G28506 - CURRAMBINE C/C - EMERGENCY EXIT TESTING	03022	754.60	
			G46110 - TEST OPERATION AND REPAIR – CHECK OPERAT	03022	1,422.85	
			G46151 - HILTON PARK	03022	945.45	
			G46282 - CRAIGIE LEISURE	03022	842.60	
			G46348 - MARK UP FOR OUTSOURCED MATERIALS	03022	1,244.38	
			G46356 - TOM SIMPSON PARK	03022	579.15	
			H45881 - TEST OPERATION AND REPAIR – CHECK OPERAT	03022	99.00	
			K46080 - NEIL HAWKINS-BBQ REPAIRS & INSPECTIONS	03022	334.40	
			K46212 - SORRENTO SURF LIFE SAVING CLUB	03022	742.50	
			K46275 - KALLAROO COMMUNITY KINDY REPAIRS	03022	902.00	
EF111079	28/04/2023	WANNEROO ELECTRICS UNIT TRUST				23,138.94
			B45833 - WOC ACCESS DOORS PROJECT:	03022	181.50	
			B46153 - JOONDALUP LIBRARY	03022	157.85	
			B46155 - JOONDALUP ADMIN	03022	405.00	
			B46189 - JOONDALUP CIVIC CHAMBERS	03022	99.00	
			B46192 - CITY CENTRE REID PROM TOILETS	03022	189.20	
			B46236 - JOONDALUP ADMIN - 5 LIGHTS	03022	326.70	
			B46240 - JOONDALUP CIVIC CHAMBERS - PLEASE REPAIR	03022	106.29	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			B46255 - WOODVALE LIBRARY	03022	817.30	
			B46257 - INSTALL INTELLISENSOR LED BULKHEAD - SUP SHEPHERDS BUSH PARK	03022	313.50	
			B46263 - HILLARYS COMMUNITY KINDY	03022	99.00	
			B46272 - JOONDALUP ADMIN - LIFT LIGHTS	03022	129.80	
			B46284 - JOONDALUP ADMIN - LIGHT IN RECEPTION REPAIR	03022	172.70	
			B46290 - JOONDALUP CIVIC CHAMBER REPAIRS	03022	173.80	
			B46308 - JOONDALUP ADMIN REPAIRS	03022	99.00	
			B46318 - JOONDALUP ADMIN KITCHEN OVEN REPAIR	03022	189.20	
			B46319 - FLUORESCENT TUBE JOONDALUP ADMIN	03022	150.70	
			B46320 - CITY CENTRE REID PROM TOILETS	03022	225.50	
			B46321 - HEATHRIDGE-C C FRONT ENTRY LIGHT TIMER REPAIR	03022	103.95	
			B46329 - HEATHRIDGE COMM CENTRE	03022	95.15	
			B46333 - JOONDALUP ADMIN	03022	363.00	
			B46344 - JOONDALUP ADMIN REPAIRS	03022	122.42	
			B46350 - JOONDALUP ADMIN FLUORESCENT TUBE	03022	150.70	
			BK46260 - MACNAUGHTON PARK CABLE PIT DAMAGED REPAIR	03022	380.67	
			D28507 - CAMBERWARRA C/R - ADJUST TIME CLOCK	03022	82.50	
			D46324 - WOC REPAIRS	03022	451.00	
			D46342 - ELLERSDALE PARK LIGHTING	03022	984.21	
			D46349 - SORRENTO BEACH PARK LIGHTS	03022	542.30	
			D46362 - ILUKA SPORTS LIGHTS	03022	189.20	
			D46374 - BLUE LAKE PARK LIGHTS	03022	189.20	
			D46389 - GLENGARRY PARK CARPARK LIGHTS REPAIR	03022	2,139.50	
			D46422 - MAWSON PARK	03022	341.00	
			G28508 - SORRENTO NORTH TOILETS	03022	159.50	
			G28519 - CRAIGIE LEISURE CTR REPAIRS	03022	2,616.90	
			G45524 - CRAIGIE LEISURE CTR REPAIRS	03022	2,240.70	
			G45877 - PAVILLION PARK CLUBROOMS	03022	1,987.15	
			G46098 - CRAIGIE LEISURE CTR	03022	814.00	
			G46167 - CRAIGIE LEISURE CENTRE	03022	1,540.00	
			G46358 - CALECTASIA PARK	03022	308.00	
			G46369 - T CRAIGIE LEISURE CENTRE	03022	209.00	
			G46371 - WARWICK HOCKEY	03022	82.50	
			G46388 - CRAIGIE LEISURE CTR -SHOWER SENSOR REPAIR	03022	257.40	
			G46393 - CRAIGIE LEISURE CTR REPAIRS	03022	337.70	
			G46406 - CRAIGIE LEISURE CENTRE		1,258.40	
			G46415 - CRAIGIE LEISURE	03022	561.00	
			G46416 - CRAIGIE LEISURE	03022	244.20	
			G46417 - CRAIGIE LEISURE CTR	03022	115.50	
			H46227 - MAWSON PARK	03022	265.65	
			K46190 - GROVE CHILD CARE	03022	135.30	
			T46335 - WOC-CUSTOM UAT SIGNAGE	03022	35.20	
EF110782	28/04/2023	WARWICK GREENWOOD SENIOR CRICKET CLUB				1,475.87

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			27760 - SEASON HIRE REFUND		1,475.87	
EF110756	14/04/2023	WATER CORPORATION				18,181.51
			60 23/03/23 - SANTIAGO PWY OCEAN REEF 9003771215		8.13	
			62 22/02/23 - NATURALISTE BVD ILUKA 9011753631		18.98	
			9003083316 25/10/22 - PERCY DOYLE RES (L)		1,963.68	
			9003108392 22/02/23 - MELENE PARK T/C		103.06	
			9003327106 16/03/23 - CHARONIA T/C		35.26	
			9003337419 16/03/23 - BLACKBOY PRK		10.85	
			9003340036 16/03/23 - ROB BADDOCK HALL		29.83	
			9003343712 16/03/23 - MULLALOO PRE/CHC		48.82	
			9003352862 16/03/23 - KALLAROO PRE		32.54	
			9003625226 28/03/23 - OCEAN REEF PRK (H).		75.94	
			9003637032 28/03/23 - MIRROR PRK T/C (H)		43.39	
			9003637921 27/03/23 - LEXCEN PRK T/C (H)		67.80	
			9003735863 04/04/23 - WINDERMERE PARK T/C		230.52	
			9003749579 5/04/23 - NEIL HAW PRK T/C		235.94	
			9003751804 11/04/23 - JOONDALUP ADMIN		1,149.89	
			900375980 13/02/23 - FAIRWAY CIRCLE DRINK FOUNTAIN		5.42	
			9003801605 15/12/22 - CHRISTCHURCH T/C (H)		24.41	
			9003801605 16/02/23 - CHRISTCHURCH T/C (H)		54.24	
			9011753631 22/02/23 - NATURALISTE BVD ILUKA		18.98	
			9012294844 27/03/23 - ORSS & WVSR		505.91	
			9014414766 22/02/23 - ILUKA BCH FSHORE T/C		165.43	
			9016138945 31/03/23 - WOC		3,691.03	
			9024884673 - HADDINGTON PARK SUPPLY AND INSTALLATION OF WATER METER		9,661.46	
EF111080	28/04/2023	WATER CORPORATION				23,108.02
			9003083316 20/12/2022 - PERCY DOYLE RES		1,103.78	
			9003083316 23/02/2023 - PERCY DOYLE RES		1,656.18	
			9003724451 11/04/23 - CENTRAL PARK TOILETS		37.97	
			9003733454 11/04/23 - MULTISTOREY CARPARK		94.92	
			9003749632 11/04/23 - JOON CIVIC/JOONDALUP LIBRARY		303.74	
			9003792673 27/03/2023 - BEAUMARIS COM CTR		73.22	
			9003800573 11/04/23 - BONNIE DOON GDNS CONNOLLY		8.14	
			9003803457 11/04/23 - CONNOLLY COMM CTR		349.85	
			9014984128 11/04/23 - CITY CENTRE TOILET		157.30	
			9024884673 29/03/23 - HADDINGTON ST BELDON LOT 10841 IRRIGATION CHARGES		9,661.46	
			9024914537 14/04/23 - 23 FRASER WAY PADBURY LOT 9668 IRRIGATION CHARGES		9,661.46	
EF110708	14/04/2023	WCP CIVIL PTY LTD				152,677.28
			28705 - JOONDALUP DRIVE FOOTPATH		152,677.28	
EF110586	14/04/2023	WESFARMERS KLEENHEAT GAS PTY LTD				1,552.50
			6120363 - BILLING PERIOD: 23.02 - TO 30.03.23 CLC		1,552.50	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF110706	14/04/2023	WESKERB PTY LTD				29,705.87
			4578 - OVER 350 M 50MM MOUNTABLE KERB	02522	22,278.08	
			4579 - TO REPLACE KERBING BEHIND NEW GULLY INST	02522	267.21	
			4580 - TO REPLACE KERBING BEHIND NEW GULLY INST	02522	612.02	
			4582 - TO REPLACE KERBING BEHIND NEW GULLY INST	02522	717.62	
			4583 - TO REPLACE KERBING BEHIND NEW GULLY INST	02522	590.44	
			4587 - REPLACE DAMAGED KERBING IN CLARKE CRESCE	02522	5,240.50	
EF111039	28/04/2023	WESKERB PTY LTD				96,340.13
			4581 - TIMBERLANE DVE, WOODVALE KERBING	02522	770.66	
			4594 - WIRILDA CRES, GREENWOOD KERBING	02522	44,914.13	
			4595 - TURRAMURRA WAY, GREENWOOD KERBING	02522	38,043.77	
			4596 - MAPLE ST, GREENWOOD KERBING	02522	12,611.57	
EF110448	14/04/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED				181.20
			106285 30/03/23 - NEWSPAPERS FOR WOODVALE LIBRARY 30/03- 22/06/23		181.20	
EF110492	14/04/2023	WEST COAST SPRING WATER (AUSSIE NATURAL SPRING WATER)				55.00
			2645047 - WATER BOTTLES COJ		55.00	
EF110760	14/04/2023	WESTERN AUSTRALIAN GENEALOGICAL SOCIETY				100.00
			2023-24 - MEMBERSHIP 01.04.23 - 31.03.24		100.00	
EF110705	14/04/2023	WESTERN IRRIGATION PTY LTD				14,535.59
			G43866 - PIPE PVC 80MM SWJ CL 9 (6M LENGTH)	03822	50.60	
			G43867 - SPRINKLER HUNTER I-25-04 S/S	03822	1,364.00	
			G43868 - GEAR DRIVE RAINBIRD 5004 PLUS S/S P/C SP	03822	2,904.00	
			G43877 - RETIC ITEMS		218.35	
			G43922 - SPRINKLER HUNTER I-20-04 S/S	03822	356.40	
			G43930 - CHICHESTER PARK, WOODVALE		2,697.61	
			G43930 - CHICHESTER PARK, WOODVALE	03822	6,762.63	
			G43936 - FITTING PVC TELESCOPIC COUPLING	03822	84.04	
			G43937 - NOZZLE TORO	03822	31.96	
			G43941 - SPRINKLER HOLD UP CLAMP	03822	66.00	
EF111038	28/04/2023	WESTERN IRRIGATION PTY LTD				22,944.43
			G43946 - MARKER FLAGS HUNTER X 100	03822	75.08	
			G43958 - FITTING PVC VALVE SOCKETS 50MM	03822	393.25	
			G43959 - NOZZLE HUNTER ROTATOR FEMALE MP2000 90°-	03822	35.48	
			G43960 - NOZZLE TORO FLOOD BUBBLER 3.8L/MIN 570 S	03822	33.11	
			G43961 - NOZZLE TORO 12' H 180° 570 SERIES	03822	3,490.20	
			G43975 - ELBOW EZ 15MM OLSON BLUE	03822	272.31	
			P51835 - CHICHETER PARK		16,280.00	
			P51837 - GASCOYNE PARK, WOODVALE		2,365.00	
EF110758	14/04/2023	WESTERN POWER				2,268.09

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			CORPB0653822 - VEGETATION ENCROACHEMENT 03.01.23 CRAIGI		2,268.09	
EF110444	14/04/2023	WHITFORD HOCKEY CLUB INCORPORATED (WARWICK HOCKEY CENTRE)				105.00
			WHC-11165 - FUNCTION ROOM HIRE AT WARWICK HOCKEY CENTRE 21/03/23		105.00	
EF110757	14/04/2023	WHITFORDS & DISTRICTS CRICKET CLUB				29,067.78
			04/04/23 - YEAR 3 CONTRIBUTION - TURF CRICKET WICKET		29,067.78	
EF110712	14/04/2023	WINC AUSTRALIA PTY LIMITED (WINC AUSTRALIA)				4,903.65
			9042001156 - WINC SELF-STICK REMOVABLE NOTES 76X127MM		12.27	
			9042034121 - REFLEX ULTRA WHITE CARBON NEUTRAL COPY P		191.70	
			9042047785 - AVERY L7418 FABRIC NAME BADGE LABELS FOR		182.82	
			9042048548 - STATIONERY ETC		89.63	
			9042056524 - ENERGIZER EVEREADY DOLPHIN LED LANTERN T		45.65	
			9042056532 - KLEENEX 4715 FACIAL TISSUE BOX 2 PLY WHI		229.11	
			9042056757 - STATIONERY		150.94	
			9042059561 - REFLEX ULTRA WHITE CARBON NEUTRAL COPY P		201.20	
			9042067668 - WINC MASONITE CLIPBOARD WITH SMALL FLAT		264.55	
			9042078401 - STATIONERY		321.70	
			9042080401 - STATIONERY ETC		45.10	
			9042080642 - POST-IT R330-6SST SUPER POP-UP STICKY NO		305.61	
			9042084604 - STATIONERY		614.36	
			9042086713 - STATIONERY		27.29	
			9042091290 - STEELCO MOBILE PEDESTAL 2 DRAWER + 1 FIL		633.60	
			9042103281 - STATIONERY		750.02	
			9042109175 - STATIONERY		198.04	
			9042119541 - STATIONERY		310.20	
			9042155449 - STATIONERY		147.11	
			9042161275 - STATIONERY		64.13	
			9042162893 - STATIONERY		35.86	
			9042172635 - STATIONERY		82.76	
EF111043	28/04/2023	WINC AUSTRALIA PTY LIMITED (WINC AUSTRALIA)				4,426.72
			9042059548 - STATIONERY		405.97	
			9042060566 - STATIONERY		8.58	
			9042127738 - STATIONERY		91.30	
			9042148610 - STATIONERY		69.69	
			9042161282 - STATIONERY		171.16	
			9042161799 - STATIONERY		170.67	
			9042162896 - STATIONERY		66.30	
			9042162915 - STATIONERY		264.98	
			9042162989 - STATIONERY		193.88	
			9042163286 - STATIONERY		66.58	
			9042163438 - STATIONERY		328.29	
			9042163762 - STATIONERY		151.23	
			9042164302 - STATIONERY		281.12	
			9042164303 - STATIONERY		285.57	
			9042165972 - STATIONERY		350.19	
			9042166885 - STATIONERY		94.26	

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			9042166894 - FIRE BLANKET		32.29	
			9042175912 - STATIONERY		372.65	
			9042185715 - WINC MONITOR STAND 20KG CAPACITY BLACK		163.81	
			9042192691 - STATIONERY		136.42	
			9042194748 - STATIONERY		172.10	
			9042201985 - STATIONERY		56.60	
			9042201989 - DISHWASHING TABLE		56.60	
			9042241630 - STATIONERY		436.48	
EF111041	28/04/2023	WITHERINGTON FAMILY TRUST T/AS WA LIBRARY SUPPLIES				410.50
			133676 - EASY COVERS		410.50	
EF110707	14/04/2023	WOODLANDS DISTRIBUTORS PTY LTD				18,229.20
			5693 - DEGRADABLE DOG WASTE BAGS WITH THE "CITY	01220	18,229.20	
EF110704	14/04/2023	WOODS BAGOT PTY LTD				400.00
			05/04/23 - ATTENDANCE JOONDALUP DESIGN REVIEW PANEL		400.00	
112805	28/04/2023	WOODVALE LIBRARY PETTY CASH				283.70
			PETTY CASH W/E 21/04/23 - REIMBURSEMENT PETTY CASH W/E 21/04/23		283.70	
EF110717	14/04/2023	YHI POWER PTY LTD				87.56
			68021395 - PARTS		87.56	
EF110610	14/04/2023	ZALI REBECCA MORGAN				500.00
			7 - JUDGES FEE FOR CAE 2023		500.00	
EF111050	28/04/2023	ZIPFORM PTY LTD				209.00
			215477 - PRINT PENSIONER REMINDER NOTICES	VP226642	209.00	
EF110967	28/04/2023	ZOE NORMAN				80.00
			1 05/04/23 - SALE OF ARTWORK		80.00	
EF110718	14/04/2023	ZOO BUSINESS MEIDA PTY LTD				143.00
			153685 - MUSIC SUBSCRIPTION		143.00	
						9,001,688.52

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 1

LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
Cancelled payments issued in April 2023						
EF110116	11/04/2023	ARRB TRANSPORT RESEARCH LTD				0.00
						0.00
Cancelled payments issued prior to April 2023						
EF109741	5/04/2023	ALPHA DEVELOPMENTS (WA) PTY LTD				-375.00
			EF109741 -		-375.00	
EF109979	4/04/2023	PEDDLE PERTH PTY LTD				-11,748.00
			EF109979 -		-11,748.00	
						-12,123.00

NET PAYMENT AMOUNT **$8,989,565.52**

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 2

LIST OF BOND PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
Payments						
EF110127	12/04/2023	ALAN SIMON				750.00
			1161691 - BOND		750.00	
EF110131	12/04/2023	C AINSWORTH				750.00
			934169 - BOND		750.00	
EF110122	4/04/2023	CLARE M AUSTIN				750.00
			218959.. - BOND		750.00	
EF110130	12/04/2023	FRANZL H SHANNON				750.00
			932149 - BOND		750.00	
EF110124	12/04/2023	GOOLLELAL PRIMARY SCHOOL P&C				750.00
			1161700 - BOND		750.00	
EF110129	12/04/2023	JARRYD E BALDWIN				750.00
			887549 - BOND		750.00	
EF110126	12/04/2023	KERRY COX				2,688.06
			1158850 - BOND		2,675.90	
			1158850. - INTEREST		12.16	
EF110133	12/04/2023	KERRY RETAMAL				800.70
			1162296 - BOND		800.70	
EF110128	12/04/2023	LAUREN JANE STEWART				750.00
			797725 - BOND		750.00	
EF110132	12/04/2023	MATHEW R BRINCAT				750.00
			349390 - BOND		750.00	
EF110125	12/04/2023	NO LIMITS PERTH INC				750.00
			1161020 - BOND		750.00	
EF110123	12/04/2023	NORTHERN WARRIORS VETERANS FOOTBALL CLUB INC				750.00
			1161596 - BOND		750.00	
						10,988.76

CEO's Delegated Payments List - Regulation 13(1)

Local Government (Financial Management) regulations 1996 ATTACHMENT 2

LIST OF BOND PAYMENTS - Payment Detail for Month of April 2023

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			NET PAYMENT AMOUNT			**$10,988.76**

attachment 3

MUNICIPAL AND BOND FUND CHEQUES, EFT'S & VOUCHERS
FOR THE MONTH OF APRIL 2023

VOUCHER	DATE	DETAILS	AMOUNT
		Municipal Cheques & EFT Payments	
Creditor Payments	Apr-23	112781 - 112805 & EF110116 - EF110121 & EF110134 - EF111081	9,001,688.52
			- 12,123.00
			8,989,565.52
		Municipal Vouchers	
3508A	31/03/23	Payroll FE 31/03/23	2,163,089.84
3509A	31/03/23	PrePays FE 31/03/23	8,140.15
3510A	31/03/23	Click Super Direct Debit	343,593.48
3511A	11/04/23	Periodical Loan Repayment	244,968.72
3512A	13/04/23	Rates Refund Overpayment	987.00
3513A	18/04/23	Department Attorney General - Lodgement FER - Fines	7,371.00
3514A	18/04/23	Rates Refund Overpayment	364.00
3515A	14/04/23	Payroll FE 14/04/23	2,160,224.62
3516A	14/04/23	PrePays FE14/04/23	4,272.82
3517A	14/04/23	Click Super Direct Debit	344,681.40
3518A	19/04/23	International Payment - Van Rosmalen Spiegeltenten BV, Netherlands	23,321.47
3519A	03/04/23	Bank Fees	35,029.99
3520A	20/04/23	Corporate Credit Card Payment	5,000.00
			5,341,044.49
		Bond Cheques & EFT Payments	
Creditor Payments	Apr-23	EF110122 - EF110133	10,988.76
			-
			10,988.76
		TOTAL	**14,341,598.77**

City of Joondalup

City of Joondalup
Financial Activity Statement
for the period ended 30 April 2023

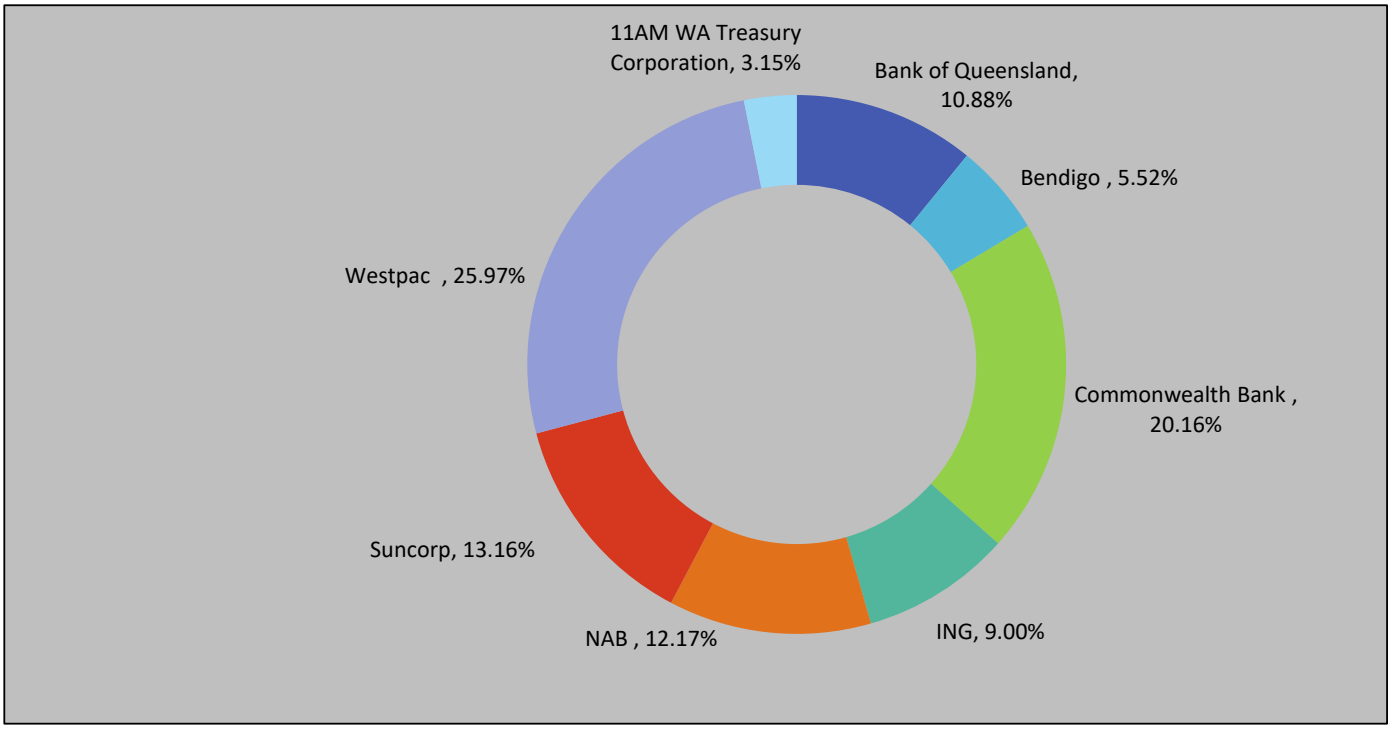
APPENDIX 13
ATTACHMENT 1

	Notes	Revised Budget	YTD Revised Budget	YTD Actual	YTD Variance $	YTD Variance %
OPERATING REVENUE						
Rates		(104,755,668)	(104,755,668)	(104,794,946)	39,278	0%
Specified Area Rates		(730,291)	(730,291)	(729,171)	(1,120)	(0)%
Grants and Subsidies		(2,038,336)	(1,454,799)	(1,472,203)	17,404	1%
Contributions Reimbursements and Donations	1	(1,450,988)	(1,154,605)	(1,296,095)	141,490	12%
Profit on Asset Disposals	2	(117,783)	(104,178)	(156,088)	51,910	50%
Fees and Charges	3	(41,391,038)	(38,419,212)	(38,727,993)	308,781	1%
Interest Earnings	4	(5,714,076)	(4,892,315)	(5,265,836)	373,521	8%
Other Revenue/Income	5	(1,139,290)	(1,048,290)	(1,634,216)	585,926	56%
Total Operating Revenue		(157,337,472)	(152,559,358)	(154,076,548)	1,517,190	1%
OPERATING EXPENSES						
Employee Costs	6	68,419,553	56,225,161	55,233,003	992,158	2%
Materials and Contracts	7	56,177,718	46,381,615	41,690,692	4,690,923	10%
Utilities (gas, electricity, water etc.)		5,890,995	4,829,830	4,807,340	22,490	0%
Depreciation & Amortisation of Non-Current Assets	8	30,623,048	25,415,688	25,052,074	363,614	1%
Loss on Asset Disposals	9	137,379	83,644	29,081	54,563	65%
Interest Expenses		259,161	213,311	214,923	(1,612)	(1)%
Insurance Expenses		1,603,165	1,595,614	1,596,170	(556)	(0)%
Total Operating Expenses		163,111,020	134,744,863	128,623,282	6,121,580	5%
(SURPLUS)/DEFICIT FROM OPERATIONS		**5,773,548**	**(17,814,495)**	**(25,453,266)**	**7,638,770**	**43%**
OPERATING NON-CASH ADJUSTMENTS						
Depreciation & Amortisation of Non Current Assets		(30,623,048)	(25,415,688)	(25,052,074)	(363,614)	(1)%
Loss on Asset Disposal		(137,379)	(83,644)	(29,081)	(54,563)	(65)%
Profit on Asset Disposals		117,783	104,178	156,088	(51,910)	(50)%
Movement in Non-current Items	10	(100,000)	(100,000)	13,394	(113,394)	(100)%
OPERATING CASH (SURPLUS)/DEFICIT		**(24,969,096)**	**(43,309,648)**	**(50,364,940)**	**7,055,290**	**16%**
NON-OPERATING REVENUE						
Capital Grants and Subsidies	11	(10,983,164)	(7,843,051)	(11,292,281)	3,449,230	44%
Capital Contributions	12	(96,590)	(96,590)	(24,767)	(71,823)	(74)%
Equity Distribution - TPRC		(3,333,333)	(3,333,333)	(3,333,332)	(1)	(0)%
Other Non-Operating (GST Reimb TPRC Land Sales)	13	(188,477)	(188,477)	(314,629)	126,152	67%
Total Non-Operating Revenue		**(14,601,564)**	**(11,461,451)**	**(14,965,009)**	**3,503,558**	**31%**
CAPITAL EXPENDITURE						
Capital Projects	14	2,924,716	1,821,623	1,305,253	516,369	28%
Capital Works	15	45,623,370	31,341,693	28,881,789	2,459,904	8%
Vehicle and Plant Replacements	16	2,314,443	2,017,443	936,512	1,080,931	54%
Total Capital Expenditure		**50,862,528**	**35,180,759**	**31,123,554**	**4,057,204**	**12%**
CAPITAL (SURPLUS)/DEFICIT		**36,260,964**	**23,719,308**	**16,158,545**	**7,560,762**	**32%**
(SURPLUS)/DEFICIT FROM OPERATIONS AND CAPITAL		**11,291,868**	**(19,590,340)**	**(34,206,395)**	**14,616,052**	**75%**
FUNDING						
Proceeds from Disposal	17	(520,955)	(313,955)	(372,000)	58,045	18%
Loans - Repayment of Principal		909,513	909,513	909,513	-	0%
Payments of Principal Portion of Lease Liability		492,769	375,556	375,556	-	0%
Transfer from Trust		(115,172)	-	-	-	0%
Transfer from Reserve		(33,626,268)	-	-	-	0%
Transfer to Reserve		30,734,481	-	-	-	0%
Opening Funds		(9,148,338)	(9,148,338)	(9,148,338)	-	0%
CLOSING FUNDS	18	**17,898**	**(27,767,564)**	**(42,441,664)**	**14,674,098**	**53%**

ATTACHMENT 2

INVESTMENT SUMMARY

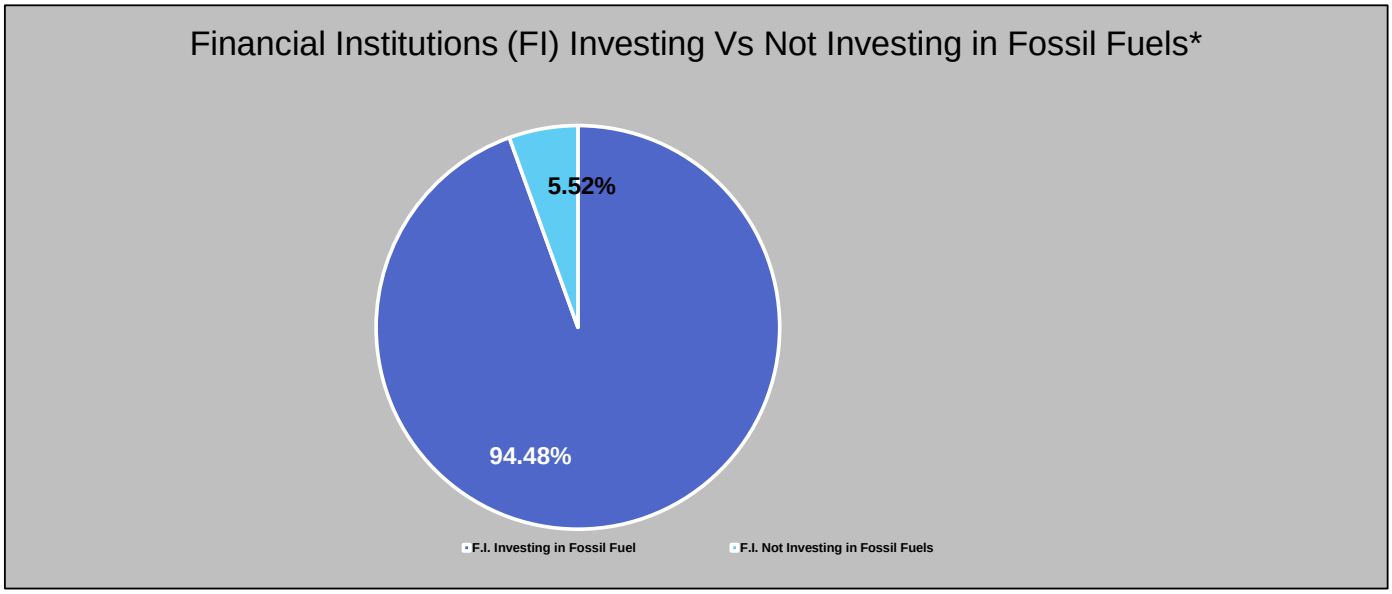
April-23



Municipal Funds	$79,839,851	YTD Return	3.20%
Reserve Funds	$88,670,817	Benchmark	4.10%
	$168,510,668	RBA Rate	3.60%

Investment Policy Limits					
	LT Rating	Limit		LT Rating	Limit
Bank of Queensland	A-*	10%	NAB	AA-	25%
Bendigo	A-*	10%	Rural Bank	A-*	10%
Commonwealth Bank	AA-	25%	Suncorp	A+	15%
ING	A+	15%	Westpac	AA-	25%
			11AM WATC	AA+	25%

*S&P Long Term Rating BBB, Based on the investment policy the Long Term Rating Used is (A-) Based on Moody's and Fitch Rating



*Based on Market Forces ratings (http://marketforces.org.au/)

ATTACHMENT 3

NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 30 APRIL 2023

1. Contributions Reimbursements and Donations — $141,490

This favourable variance is mainly driven by higher than expected insurance contributions $88,752, sponsorships $84,000 and Other Miscellaneous Reimbursements $57,612 mainly arising from fuel tax credits higher than estimated. This is partially offset by Legal Fees Recoverable ($51,341) due to lower than estimated debt recovery activity.

2. Profit on Asset Disposals — $51,910

This favourable variance arose due to profit on disposal of fleet and plant $51,910.

3. Fees and Charges — $308,781

		YTD Budget	YTD Actual	Variance
a)	Sports and Recreation Fees	$7,901,734	$8,272,001	$370,267
b)	Refuse Charges	$22,094,271	$22,175,434	$81,163
c)	Parking Fees	$2,739,462	$2,657,495	($81,967)
d)	Fines and Penalties	$349,785	$318,666	($31,119)
	Other Fees and Charges	$5,333,960	$5,304,397	($29,563)
		$38,419,212	$38,727,993	$308,781

a) Favourable variance arose from Admission Fees $156,763, Park Hire $82,991 and Membership Fees $70,901

b) A favourable variance arose from New Standard Refuse Establishment Fee $35,755 and Waste Refuse Service Charge $31,460.

c) This unfavourable variance was mainly due to Multi Storey Car Park Monthly Fees ($73,458) and On Street Parking Fees ($34,971) continuing to remain below estimates.

d) This unfavourable variance arose from Dog Act Costs and Fines $15,099 and Other Fines and Penalties ($8,266).

4. Interest Earnings — $373,521

This favourable variance arose mainly due to higher than estimated Interest from Other Financial Institutions $324,600 from the cumulative impact of interest rate rises in recent months.

City of Joondalup

5. Other Revenue/Income — $585,926

This favourable variance arose due to Net Revenue arising from TPRC Catalina Estate Sales $648,500, partially offset by lower rebates received ($88,825).

6. Employee Costs — $992,158

		YTD Budget	YTD Actual	Variance
a)	Salaries and Wages	$54,226,985	$53,216,772	$1,010,213
	Other Employment Costs	$1,998,175	$2,016,231	($18,056)
		$56,225,161	$55,233,003	$992,158

a) Favourable timing variances for Salaries and Wages arose primarily from the cumulative impact of vacancies in various areas.

7. Materials and Contracts — $4,690,923

		YTD Budget	YTD Actual	Variance
a)	External Service Expenses	$14,683,089	$12,506,631	$2,176,457
b)	Professional Fees & Costs	$2,305,373	$1,431,247	$874,126
c)	Public Relations, Advertising and Promotions	$1,083,468	$720,267	$363,201
d)	Furniture, Equipment and Artworks	$2,612,638	$2,304,947	$307,691
e)	Contributions & Donations	$1,639,521	$1,381,893	$257,628
f)	Administration	$981,218	$831,216	$150,002
g)	Other Materials	$2,296,074	$2,153,795	$142,279
h)	Members Costs	$684,021	$585,050	$98,971
i)	Waste Management Services	$13,631,320	$13,561,340	$69,980
j)	Accommodation & Property	$845,254	$785,325	$59,929
k)	Travel Vehicles and Plant	$1,583,612	$1,528,707	$54,906
	Other Materials & Contracts	$4,036,027	$3,900,274	$135,753
		$46,381,615	$41,690,692	$4,690,923

a) Favourable variances arose from External Contractors and Services $1,949,482, including Parks $575,232, Core System Replacement $291,161, Natural Areas $222,478, Data Collection $171,098, Asset Management Administration $140,284 due to office fit outs, City Projects $105,300, Marketing $103,542, Waste Management Services $89,667, Cultural Services $88,317, City Amenity $67,968 and Craigie Leisure Centre $52,529. This is partially offset by an unfavourable variance for Building Maintenance Works ($75,035) and Application Services ($57,213). A favourable variance also occurred on Programme Activities $105,515 mainly as a result from Economic Development $85,683.

b) A favourable variance arose mainly due to Consultancy $385,680, Research $289,715 Legal Expenses Recoverable $101,865 and Legal Expenses ($62,041).

c) Favourable variance arose due to Advertising General $116,242, Signage/Decals $104,139 and Promotions $84,872.

City of Joondalup

d) This favourable variance arose from Plant & Equipment Purchase – Minor $80,362, Plant & Equipment Maintenance & Repair $73,057, Furniture and Office Equipment Purchase – Minor $62,740 and Hire of Equipment $53,871.

e) Favourable variance arose from the Community Funding Program $124,511 and Sponsorship $60,820.

f) Favourable variance arises from Printing $57,279.

g) Favourable variance occurred due to Ext.Material Purchases-Contract $110,665.

h) Favourable variance arose from Elected Members Conference and Training expenses $56,282.

i) Favourable variances were due mainly to Processing-Recycling & Govt Levy $62,114 and Processing-Bulk Hard Waste $52,863.

j) This favourable variance arises from Security $37,100 and Rental and Outgoings $21,547.

k) The favourable variance arises from Vehicle Servicing Costs $41,303.

8. Depreciation & Amortisation of Non-Current Assets **$363,613**

The favourable variance is mainly due to Impairment/Write off of assets $497,160, partially offset by depreciation for open reserves ($92,397). The balances of variances are spread across several areas.

9. Loss on Asset Disposals **$54,563**

Favourable variance arose due to Loss on Asset Disposal for Fleet and Plant $54,563.

10. Movement in Non-current items **($113,394)**

This timing variance arose in respect to Non-current Long Service Leave Liability.

11. Capital Grants and Subsidies **$3,449,230**

	YTD Budget	YTD Actual	Variance
a) State Government Grants - Capital - Other	$1,725,151	$3,375,151	$1,650,000
b) State Government Grants – Capital – MRRG Grant Roads	$1,586,648	$3,030,895	$1,444,247
c) Other Grants and Subsidies – Capital - Other	$399,447	$547,787	$148,340
d) Commonwealth Grants & Subsidies Capital – Black spot	$707,355	$851,355	$144,000

e) Commonwealth Grants – Capital - Other	$1,393,579	$1,453,579	$60,000
Other Grants and Subsidies	$2,030,871	$2,033,514	$2,643
	$7,843,051	$11,292,281	$3,449,230

a) The favourable variance relates primarily to RDC2031 Hepburn Ave - Lilburne to Walter Padbury $1,150,000 due to grant funds received earlier than estimated and recognition of unspent grant income on the unbudgeted State Urban Bike Trail Grant $300,000. Milestone payments received earlier than planned for FPN2299 Hillarys Cycle Network $200,000.

b) A favourable variance occurred on RDC2027 Joondalup Dr/Hodges Dr Intersection Upgrade $1,130,170. A favourable variance mainly arose due to final claims received for RDC2021 Whitfords Ave/Northshore Dr Roundabout $196,000 and RDC2020 Warwick Rd/Erindale Rd Intersection Upgrade $180,000. This is partially offset by anticipated funds for various Road Rehabilitation Projects ($61,923).

c) Additional milestone payment received earlier than planned for FPN2298 Eddystone Ave Shared Path $120,000 and final milestone received for STL2092 MacDonald Park Floodlighting $28,340.

d) Favourable variance relates to the final claim for SBS2090 Marmion Avenue and Cambria $144,000 which was completed in March 2022.

e) Variance relates to funds received for LRCI Phase 3 earlier than expected.

12. Capital Contributions — ($71,823)

This unfavourable variance occurred due to the classification of insurance reimbursement from the Iluka Sports Complex Restoration Works as operating rather than non-operating.

13. Other Non-Operating Revenue — $126,152

This favourable timing variance arose from GST reimbursements in respect of TPRC land sales undertaken.

14. Capital Projects — $516,369

This favourable variance mainly arose due to Network Infrastructure Upgrade Program $112,364, CCTV Leisure Centre $100,000, Craigie Leisure Centre Filter Refurbishment 25m and Spa $73,425 and Cafes/Restaurants/Kiosks $59,703. The balances of variances are spread across a number of projects.

City of Joondalup

15. Capital Works **$2,459,904**

		No. Budgeted Projects	YTD Budget	YTD Actual	Variance	Key Variance
a)	Road Preservation/Resurfacing Program (RPR)	100	$6,100,348	$5,613,144	$487,204	RPR3276 - $65,642
b)	Parks Equipment Program (PEP)	36	$2,361,200	$1,875,406	$485,794	PEP2707 - $189,515
c)	Major Road Construction Program (RDC)	11	$1,931,847	$1,526,104	$405,743	RDC2025 - $200,056
d)	Parks Development Program (PDP)	17	$2,709,847	$2,366,694	$343,153	PDP2355 - $153,846
e)	New Path Program (FPN)	12	$478,758	$225,599	$253,159	FPN2298 - $148,547
f)	Major Projects Program (MPP)	6	$7,892,418	$7,732,162	$160,256	MPP2050 - $83,512
g)	Foreshore and Natural Areas Management Program (FNM)	7	$280,323	$148,492	$131,831	FNM2102 - $65,000
h)	Streetscape Enhancement Program (SSE)	4	$1,341,361	$1,238,058	$103,303	SSE2055 - $68,183
i)	Blackspot Program (SBS)	8	$449,085	$363,197	$85,888	SBS2093 - $79,492
j)	Street Lighting Program (STL)	12	$1,048,199	$995,013	$53,186	STL2092 - $23,847
k)	Major Building Capital Works Program (BCW)	20	$4,237,307	$4,347,104	($109,797)	BCW2666 - ($84,295)
	Other Programs	34	$2,511,000	$2,450,817	$60,183	
		267	$31,341,693	$28,881,789	$2,459,904	

a) Favourable variance is due to RPR3276 Warwick Rd - Erindale/Wanneroo $65,642, RPR3270 Lambertia St $64,950 and RPR3268 Melaleuca Dr $56,245.

b) Favourable variance relates to PEP2707 Whitfords Nodes Health & Wellbeing Hub $189,515 currently in progress and recently completed PEP2644 Park Vehicle Entry Renewal $73,012. PEP2853 BMX Track Upgrades $122,153 is in progress but experiencing delays.

c) A favourable variance arose mainly due to RDC2025 Whitfords Ave/Gibson Ave $200,056 which is now in progress behind estimates. Additional variances include RDC2024 Shenton Ave Design $59,527.

d) Favourable Variance relates to delayed progress for PDP2355 Padbury N/E Cluster $153,846 now due for completion in October and PDP2351 Clifford Coleman Amenity Upgrades $133,011, now due in June. Additional variances include PDP2322 McCubbin Park Irrigation $83,706 and PDP2343 Ocean Gate Bore Renewal $61,065 which are both currently in progress.

e) A favourable variance for two multi-year projects: FPN2298 Eddystone Ave Shared Path $148,547 now in progress and FPN2299 Hillarys Cycle Network $89,544 with less actuals than planned at this stage.

f) Variance largely relates to MPP2050 Craigie Leisure Centre Refurbishment $83,512 currently in progress.

g) FNM2102 Duffy House Fencing now due for completion in June resulting in the favourable variance.

h) Favourable variance relates SSE2055 Streetscape Renewal $68,183 and SSE2057 Leafy City Program $78,832 due to current project progress compared to estimates. This is partly offset by SSE2056 City Centre Streetscapes ($39,031) currently in progress.

i) SBS2093 Ocean Reef Rd & Gwendoline Dr has the variance of $79,492 due to project progress compared to estimates.

j) Favourable variances for projects STL2092 MacDonald Park Floodlighting $23,847 and STL2115 Craigie PAWs Lighting $23,293 which have been completed ahead of schedule.

k) Unfavourable variance due to progress ahead of schedule on BCW2666 Craigie LC Geothermal Bore ($84,295), BCW2540 Auto Door Access ($73,855) and BCW2625 Ocean Reef Park T&C ($56,969).

16. Vehicle and Plant Replacements — $1,080,931

A favourable timing variance arose mainly in relation to capital acquisition of a tractor $142,800, an Isuzu Truck $110,000, a vertimower $70,000 and a dual cab ute $50,000.

17. Proceeds from Disposal — $58,045

A favourable variance arose mainly due to timing of proceeds received from fleet asset disposals $58,045.

City of Joondalup

18. Closing Funds

$14,674,098

	June 2022	April 2023
Current Assets		
Cash and Investments	$140,479,487	$149,919,407
Rates Outstanding, Sundry Debtors and Other Receivables	$4,979,660	$9,065,530
Accrued Income	$372,344	$2,376,283
Prepayments	$738,765	$428,709
Inventories	$708,427	$148,619
Total Current Assets	**$147,278,683**	**$161,938,548**
Current Liabilities		
Trade Creditors	$2,709,216	$3,011,096
Sundry Payables	$11,458,125	$8,727,490
Accrued Expenses	$4,266,327	$3,915,582
Other Payables	-	-
Borrowings	$909,513	-
Lease Liability	$492,772	$117,216
Provision for Annual Leave	$4,588,626	$4,456,992
Provision for Long Service Leave	$6,425,430	$6,683,413
Provision for Purchased Leave	$208,657	$156,446
Provision for Workers Compensation Insurance	$3,137,004	$4,126,737
Provision for Sick Leave	$982,117	$960,763
Other Provisions	$9,415	$9,415
Total Current Liabilities	**$35,187,202**	**$32,165,151**
Net Current Assets	**$112,091,481**	**$129,773,398**
Add back: Borrowings	$909,513	-
Add back: Lease Liabilities	$492,772	$117,216
Add back: Contract Liabilities for developer contributions	$1,221,867	$1,221,867
Less: Cash Backed Reserves	$105,567,295	$88,670,817
Closing Funds – Surplus/(Deficit)	**$9,148,338**	**$42,441,664**

City of Joondalup

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Scale(A4):1:1129

Date: 13/07/2022

DISCLAIMER: While every care is taken to ensure the accuracy of this data, the City of Joondalup makes no representations or warranties about its accuracy, completeness or suitability for any particular purpose and disclaims all liability for all expenses, losses, damages and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.

Sorrento Surf Life Saving Club

ATTACHMENT 2
OPTION ONE

LEGEND:

- 100 YEAR EROSION HAZARD
- 50 YEAR EROSION HAZARD
- PRESENT DAY EROSION HAZARD
- SEAWALL
- 2020 VEGETATION LINE
- NEW WALL
- BUILDING
- PATH/PAVING
- TURF
- VEGETATION
- NEW CARPARK
- ACCESS RAMP

NOTES:

1. AERIAL PHOTOGRAPH FROM NEARMAP TAKEN IN APRIL 2021.
2. COASTAL EROSION HAZARD LINES TAKEN FROM PREVIOUS ANALYSIS FOR THE CITY.
3. NEW SURF CLUB DEVELOPMENT IS A TWO STOREY BUILDING.
4. SLSC DEVELOPMENT SITE PLAN PROVIDED BY HCP ON 4 OCTOBER 2021.

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coastal and port engineers
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Osborne Park 6017
Western Australia
t: +61 8 9254 6600
admin@coastsandports.com.au

DRAWN	R BORJA
CHECKED	T HUNT

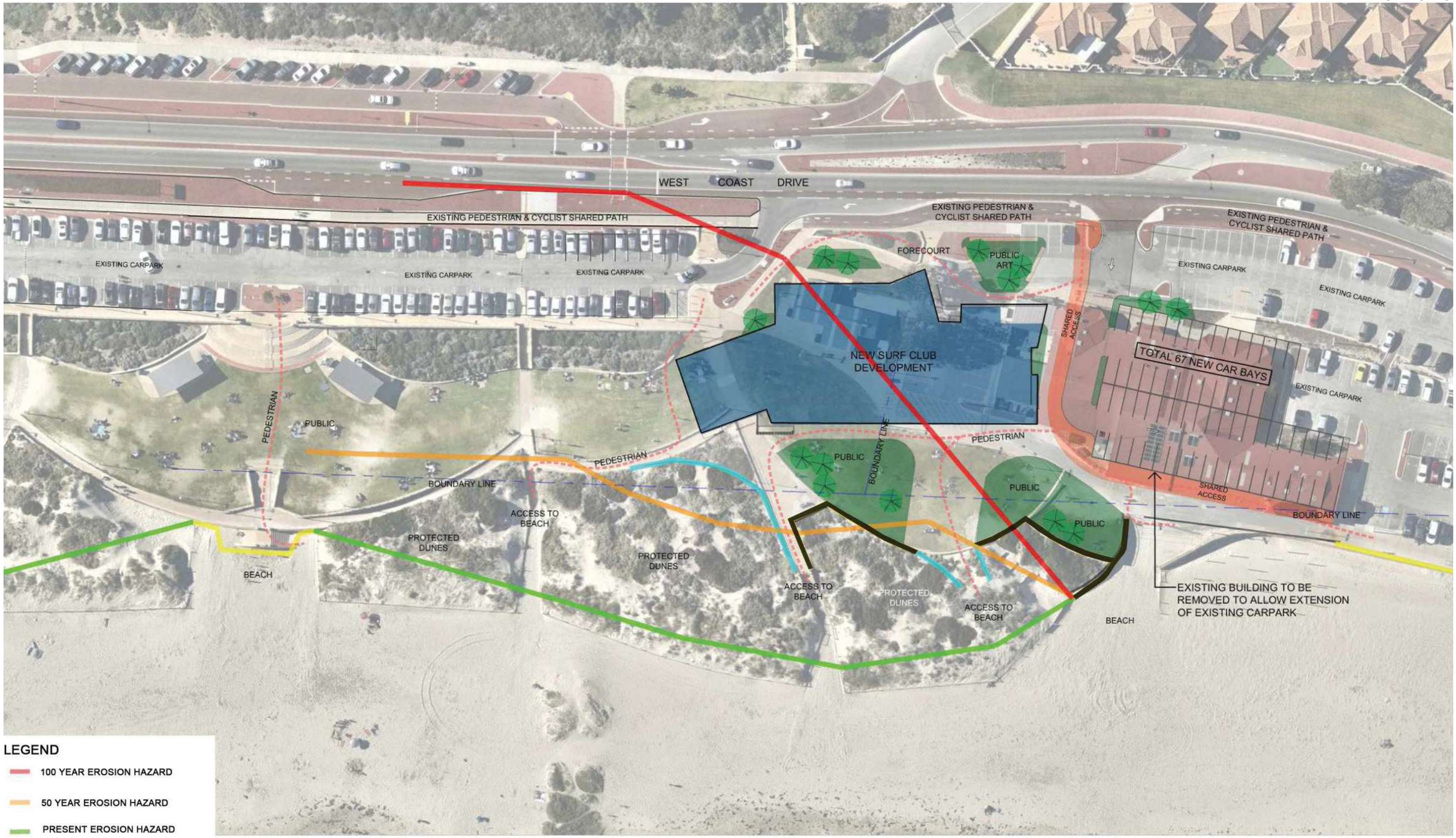
OPTION 1 COASTAL EROSION HAZARDS
SORRENTO SLSC REDEVELOPMENT CHA

SCALE AT A3 1:1,000

OCTOBER 2021
SK1904–02C

P:\MRA Paying Jobs\K1904 CoJ Sorrento SLSC CHRMAP\5 MRA Dwgs\Sketches\SK1904–02

COASTAL MAP
OPTION 1



LEGEND

- 100 YEAR EROSION HAZARD
- 50 YEAR EROSION HAZARD
- PRESENT EROSION HAZARD
- EXISTING SEA WALL
- NEW WALL
- EXISTING WALL

LOCATION MAP
OPTION 1

SORRENTO SURF CLUB
REVISION 3 - Future Traffic Improvement Overlay & Renders

N

City of Joondalup
REV 3 - 4th February 2022

Hodge Collard Preston
ARCHITECTS

LEGEND

- FUTURE SHARED PATHWAY MODIFICATIONS BETWEEN AND AT CROSSOVERS
- EXISTING BUILDING TO BE DEMOLISHED
- PROPOSED LANDSCAPING
- PROPOSED BUILDINGS
- PROPOSED ROOF LINE
- PROPOSED SHARED ACCESS PATHWAY
- PROPOSED NEW PEDESTRIAN WALKWAY

FUTURE TRAFFIC IMPROVEMENT OVERLAY
OPTION 1

SORRENTO SURF CLUB
REVISION 3 - Future Traffic Improvement Overlay & Renders

N

City of Joondalup
REV 3 - 4th February 2022

Hodge Collard Preston ARCHITECTS

SITEPLAN WITH LEVELS
OPTION 1

SORRENTO SURF CLUB
REVISION 3 - Future Traffic Improvement Overlay & Renders

N

City of Joondalup
REV 3 - 4th February 2022

Hodge Collard Preston
ARCHITECTS

CLUB (MAIN AREAS)	170m²
CLUB AMENITIES	160m²
CLUB STORAGE & CIRCULATION	755m²
COMMERCIAL AREA	30m²
PUBLIC AMENITIES	180m²

0m 4m 8m 12m 16m 20m

VISUAL SCALE 1:200 @ A1

FLOORPLAN - GROUND
OPTION 1

SORRENTO SURF CLUB

REVISION 3 - Future Traffic Improvement Overlay & Renders

N

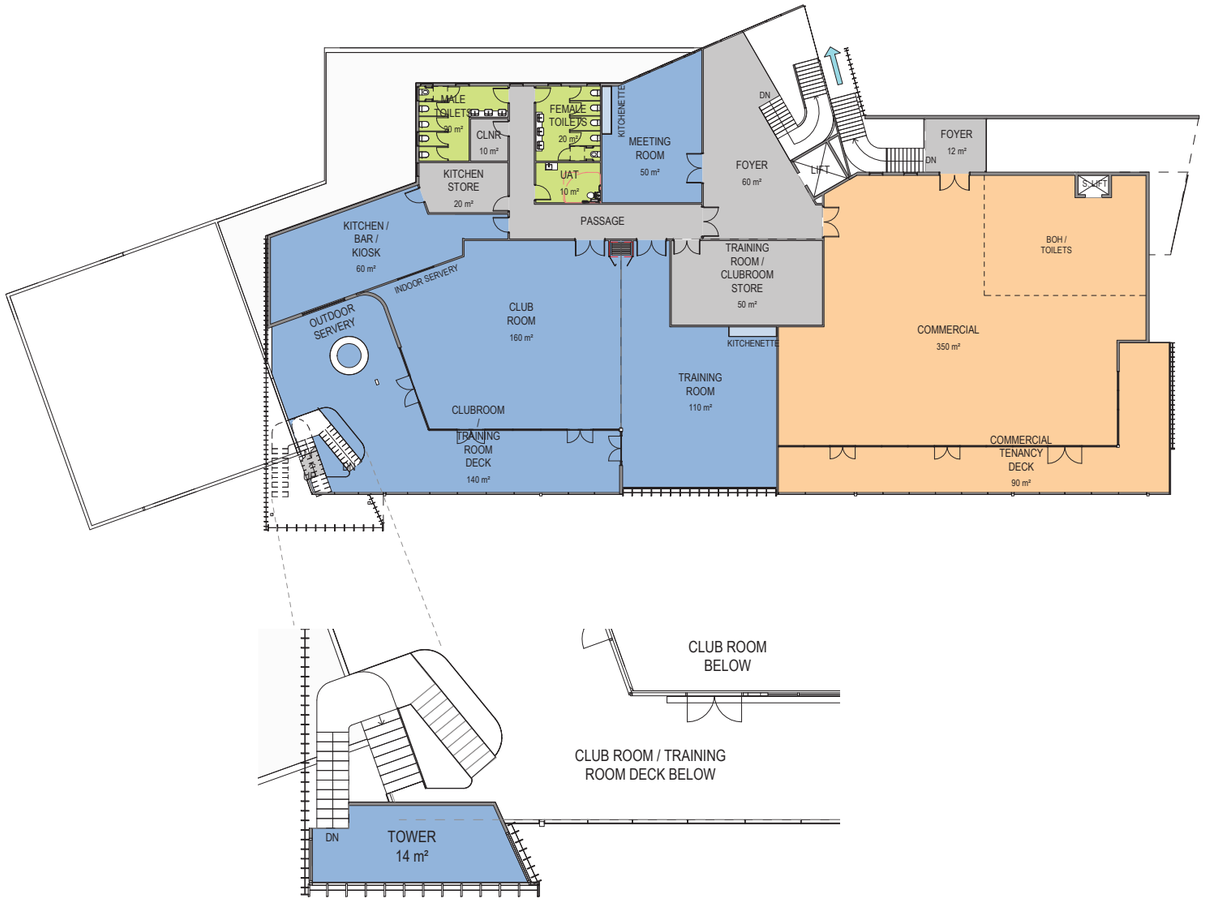
City of Joondalup

REV 3 - 4th February 2022

Hodge Collard Preston ARCHITECTS

ATTACHMENT 2
OPTION ONE

0m 4m 8m 12m 16m 20m
VISUAL SCALE 1:200 @ A1



CLUB (MAIN AREAS)	520m²
CLUB AMENITIES	50m²
CLUB STORAGE & CIRCULATION	153m²
COMMERCIAL AREA	430m²
PUBLIC AMENITIES	N/A

CLUB (MAIN AREAS)	14m²
CLUB AMENITIES	N/A
CLUB STORAGE & CIRCULATION	N/A
COMMERCIAL AREA	N/A
PUBLIC AMENITIES	N/A

0m 4m 8m 12m 16m 20m
VISUAL SCALE 1:200 @ A1

FLOORPLAN - UPPER & TOWER
OPTION 1

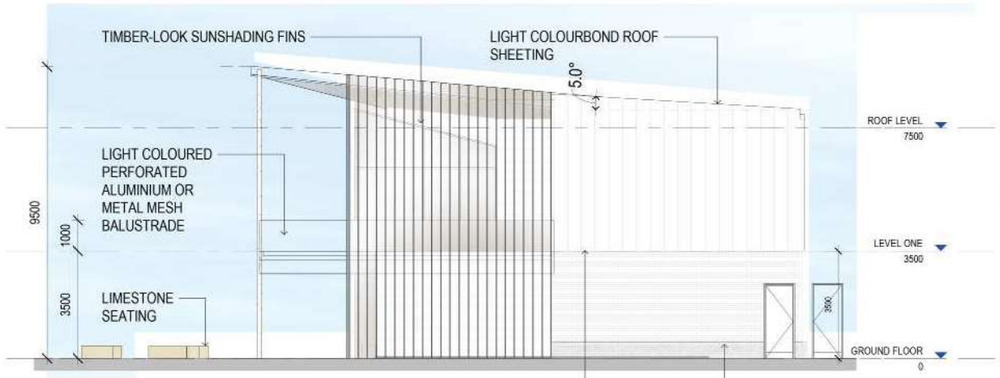
SORRENTO SURF CLUB
REVISION 3 - Future Traffic Improvement Overlay & Renders

N

City of Joondalup
REV 3 - 4th February 2022

Hodge Collard Preston ARCHITECTS

1 EAST ELEVATION
1 : 100



2 SOUTH ELEVATION
1 : 100

3 NORTH ELEVATION
1 : 100

4 WEST ELEVATION
1 : 100

ELEVATIONS
OPTION 1

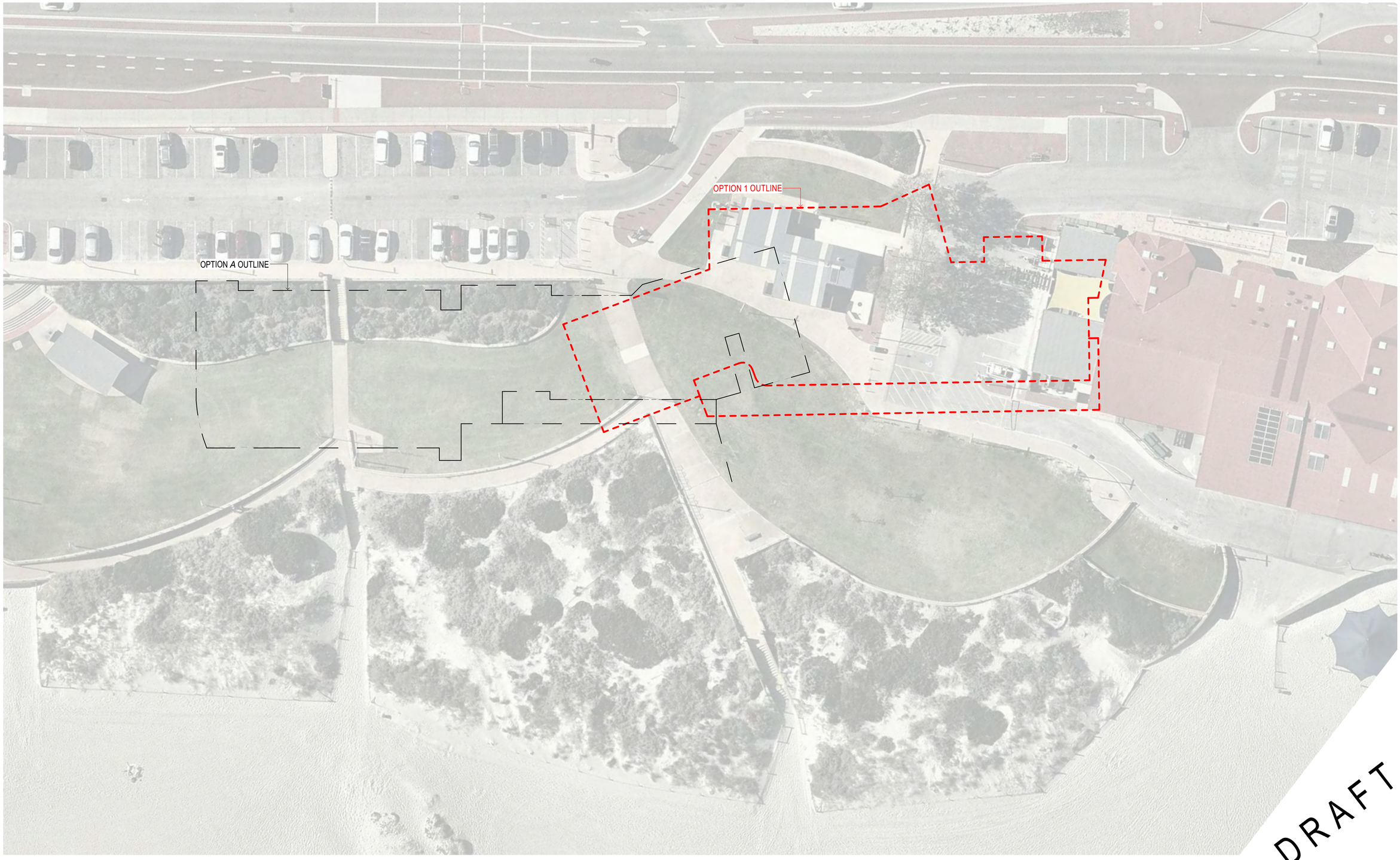
VIEW FROM THE BEACH
OPTION 1

ENTRY FROM WEST COAST DRIVE
OPTION 1

ENTRY FROM W COAST DRIVE - FITNESS CENTRE ENTERANCE

OPTION 1

VIEW FROM BEACH - SHOWERS & AMENITIES
OPTION 1



1 - OVERLAY WITH OPTION 1
1 : 250

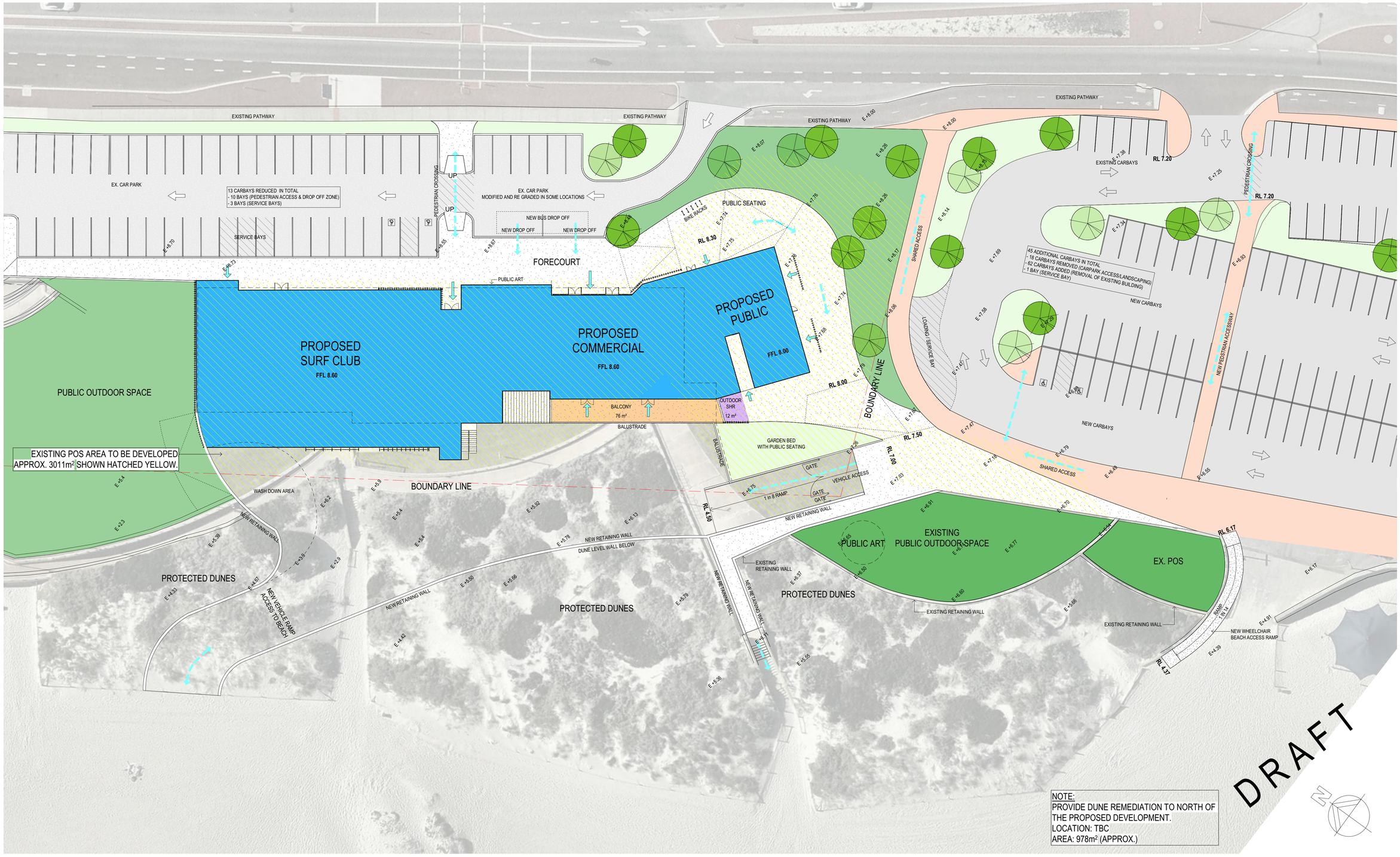
SK-11

SORRENTO SURF CLUB
OPTION A

REVISION G ISSUED FOR CLIENT REVIEW

PROJECT NO. 89.21 DATE 18.04.2023

Hodge Collard Preston
ARCHITECTS



NOTE:
PROVIDE DUNE REMEDIATION TO NORTH OF THE PROPOSED DEVELOPMENT.
LOCATION: TBC
AREA: 978m² (APPROX.)

1 WEST COAST DRIVE - AERIAL
1 : 250

SK-00

SORRENTO SURF CLUB
OPTION A

REVISION E Revision D

PROJECT NO. 89.21 DATE 24.10.2022

Hodge Collard Preston
ARCHITECTS

SK-01

SORRENTO SURF CLUB
OPTION A

REVISION E Revision D

PROJECT NO. 89.21 DATE 24.10.2022

Hodge Collard Preston
ARCHITECTS

1 DUNE LEVEL
1 : 200

0m 4m 8m 12m 16m 20m
VISUAL SCALE 1:200 @ A1

CLUB (MAIN AREAS)	140m²
CLUB AMENITIES	163m²
CLUB STORAGE & CIRCULATION	800m²
COMMERCIAL AREA	N/A
PUBLIC AMENITIES	7m²

DRAFT

SK-03

SORRENTO SURF CLUB
OPTION A

REVISION E Revision D

PROJECT NO. 89.21 DATE 24.10.2022

Hodge Collard Preston
ARCHITECTS

1 ELEVATION 1
1 : 150

2 ELEVATION 2
1 : 150

DRAFT

SK-05

SORRENTO SURF CLUB
OPTION A

REVISION F ISSUED FOR CLIENT REVIEW

PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

1 ELEVATION 4
1 : 100

2 ELEVATION 3
1 : 150

DRAFT

SK-06

SORRENTO SURF CLUB
OPTION A

REVISION F ISSUED FOR CLIENT REVIEW

PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-07

SORRENTO SURF CLUB
OPTION A

REVISION F ISSUED FOR CLIENT REVIEW

PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-08

SORRENTO SURF CLUB
OPTION A

REVISION F ISSUED FOR CLIENT REVIEW

PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-09

SORRENTO SURF CLUB
OPTION A

REVISION F ISSUED FOR CLIENT REVIEW

PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

1 OVERLAY WITH OPTION 1
1 : 300

DRAFT

SK-11

REVISION G ISSUED FOR CLIENT REVIEW

SORRENTO SURF CLUB
OPTION B

PROJECT NO. 89.21 DATE 18.04.2023

Hodge Collard Preston
ARCHITECTS

1 WEST COAST DRIVE - AERIAL
1 : 300

SK-01

SORRENTO SURF CLUB
OPTION B

REVISION E Revision D

PROJECT NO. 89.21 DATE 24.10.2022

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ARCHITECTS

1 WEST COAST DRIVE FLOOR PLAN - SURF CLUB
1 : 200

CLUB (MAIN AREAS)	543m²
CLUB AMENITIES	70m²
CLUB STORAGE & CIRCULATION	275m²
COMMERCIAL AREA	N/A
PUBLIC AMENITIES	N/A

0m 4m 8m 12m 16m 20m
VISUAL SCALE 1:200 @ A1

DRAFT

SK-02

SORRENTO SURF CLUB
OPTION B

REVISION E Revision D
PROJECT NO. 89.21 DATE 24.10.2022

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CLUB (MAIN AREAS)	N/A
CLUB AMENITIES	N/A
CLUB STORAGE & CIRCULATION	N/A
COMMERCIAL AREA	438m²
PUBLIC AMENITIES	111m²

DRAFT

1 WEST COAST DRIVE - COMMERCIAL & CARPARK
1 : 200

SK-03

SORRENTO SURF CLUB
OPTION B

REVISION E Revision D

PROJECT NO. 89.21 DATE 24.10.2022

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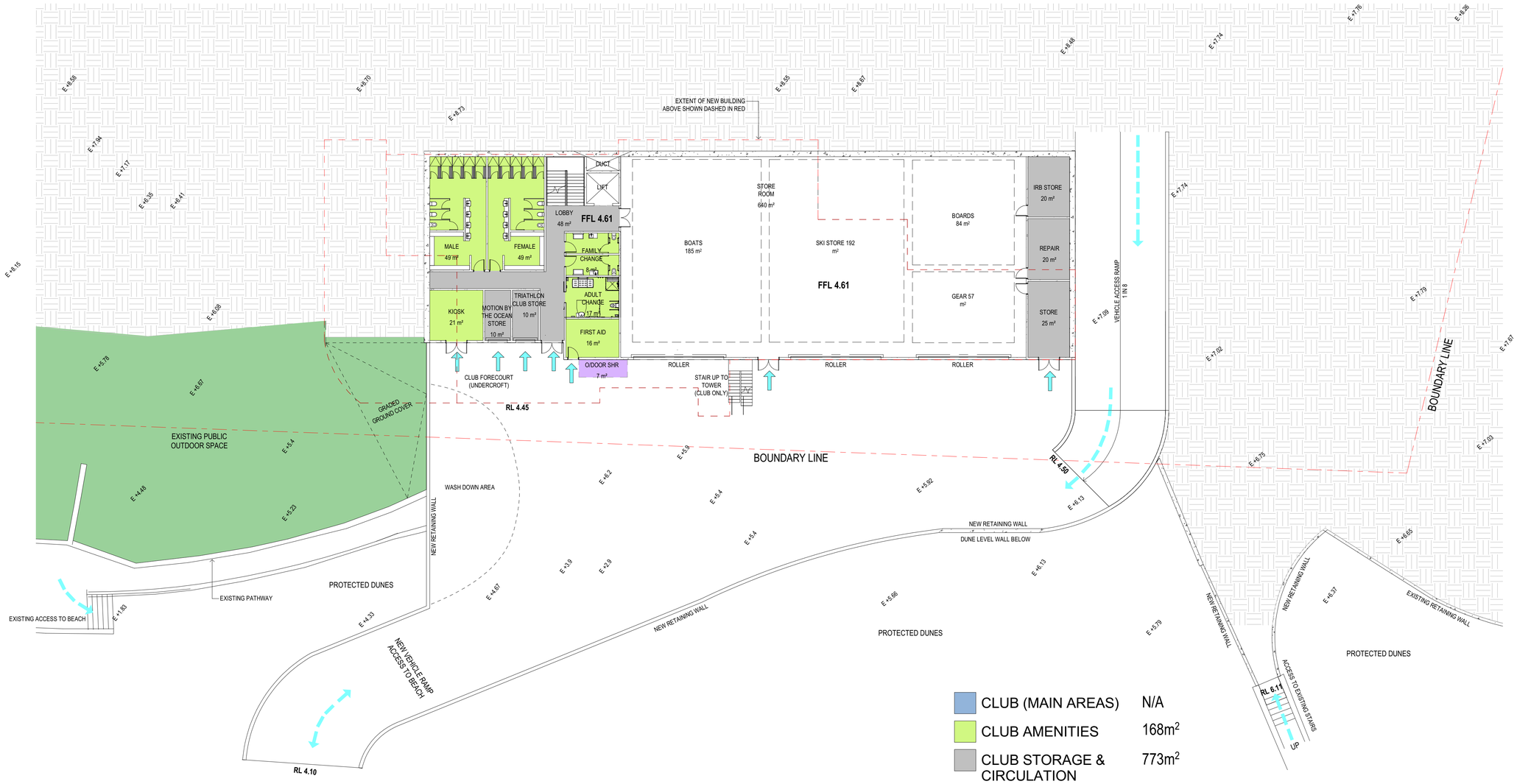

1 DUNE LEVEL FLOOR PLAN -ENTRY FROM BEACH
1 : 200

CLUB (MAIN AREAS)	N/A
CLUB AMENITIES	168m²
CLUB STORAGE & CIRCULATION	773m²
COMMERCIAL AREA	N/A
PUBLIC AMENITIES	7m²

0m 4m 8m 12m 16m 20m

VISUAL SCALE 1:200 @ A1

DRAFT

SK-04

SORRENTO SURF CLUB
OPTION B

REVISION E Revision D

PROJECT NO. 89.21 DATE 24.10.2022

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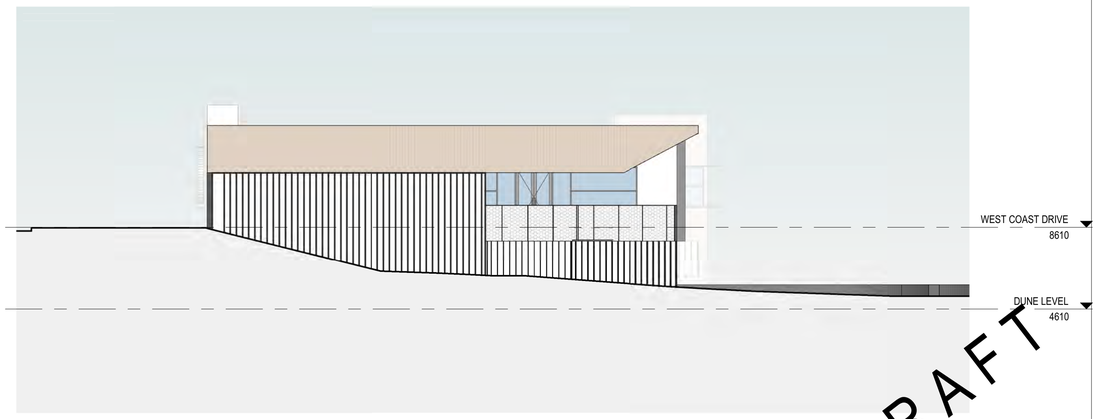
1 - ELEVATION 1 - SURF CLUB
1 : 150

3 - ELEVATION 3 - SURF CLUB
1 : 150

2 - ELEVATION 2 - SURF CLUB
1 : 150



4 - ELEVATION 4 - SURF CLUB
1 : 150

DRAFT

SK-05

SORRENTO SURF CLUB
OPTION B

REVISION A Revision A

PROJECT NO. 89.21 DATE 15.09.2022

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-07 REVISION

SORRENTO SURF CLUB
OPTION B
PROJECT NO. 89.21 DATE

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-08 REVISION

SORRENTO SURF CLUB
OPTION B
PROJECT NO. 89.21 DATE

Hodge Collard Preston
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DRAFT

SK-09 REVISION

SORRENTO SURF CLUB
OPTION B
PROJECT NO. 89.21 DATE

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DRAFT

1 OVERLAY WITH OPTION 1
1 : 250

SK-08

SORRENTO SURF CLUB
OPTION C

REVISION D PROJECT NO. 89.21 DATE 18.04.2023

Hodge Collard Preston
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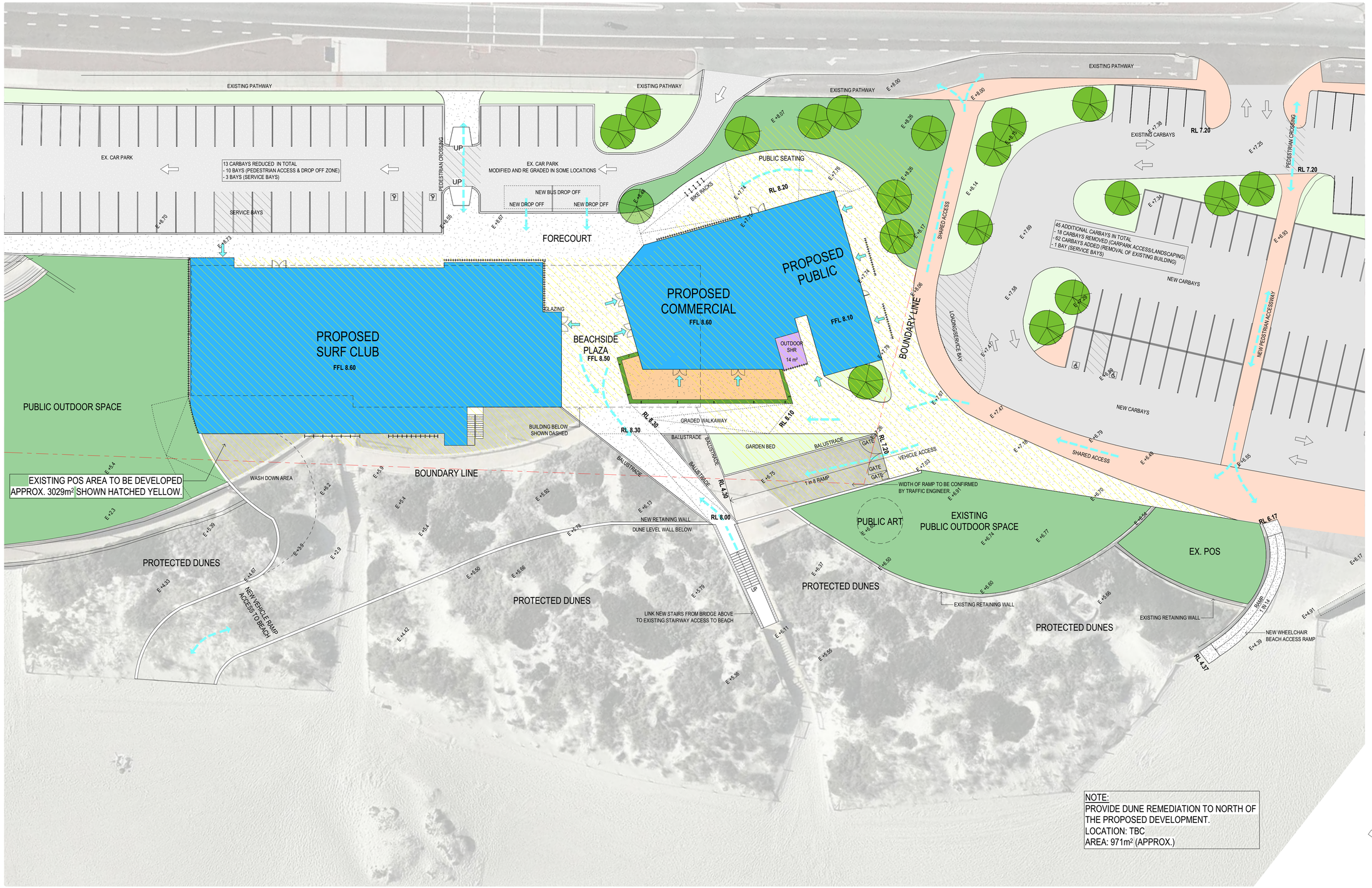

NOTE:
PROVIDE DUNE REMEDIATION TO NORTH OF THE PROPOSED DEVELOPMENT.
LOCATION: TBC
AREA: 971m² (APPROX.)

1 / - WEST COAST DRIVE - AERIAL
1 : 250

SK-00

SORRENTO SURF CLUB
OPTION C

REVISION D Revision C

PROJECT NO. 89.21 DATE 24.10.2022

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ARCHITECTS

SK-01

SORRENTO SURF CLUB
OPTION C

REVISION D Revision C

PROJECT NO. 89.21 DATE 24.10.2022

Hodge Collard Preston
ARCHITECTS

1 DUNE LEVEL
1 : 200

0m 4m 8m 12m 16m 20m
VISUAL SCALE 1:200 @ A1

CLUB (MAIN AREAS)	140m²
CLUB AMENITIES	165m²
CLUB STORAGE & CIRCULATION	780m²
COMMERCIAL AREA	N/A
PUBLIC AMENITIES	7m²

DRAFT

SK-03

SORRENTO SURF CLUB
OPTION C

REVISION D Revision C

PROJECT NO. 89.21 DATE 24.10.2022

Hodge Collard Preston
ARCHITECTS

1 ELEVATION 1
1 : 150

2 ELEVATION 2
1 : 150

4 ELEVATION 4
1 : 150

3 ELEVATION 3
1 : 150

DRAFT

SK-03

SORRENTO SURF CLUB
OPTION C

REVISION D PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-04

SORRENTO SURF CLUB
OPTION C

REVISION D PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-05

SORRENTO SURF CLUB
OPTION C

REVISION D PROJECT NO: 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

DRAFT

SK-06

SORRENTO SURF CLUB
OPTION C

REVISION D PROJECT NO. 89.21 DATE 10.03.2023

Hodge Collard Preston
ARCHITECTS

Sorrento Surf Life Saving Club – Concept designs options – Comparison of room / area sizes

Club areas

Room / Area	Previous concept designs			Amended concept designs		
	Option 1 (m^2)	Option 2 (m^2)	Option 3 (m^2)	Option A (m^2)	Option B (m^2)	Option C (m^2)
Gym	120	157	157	140	140	140
Administration areas (admin, tea prep, meeting room, merchandise / store)	100	140	136	108	118	118
Change rooms (male, female, family, adult)	150	131	131	131	131	129
Kiosk / Store	30	26	19	18	21	18
Surf club storage	570	701	721	641	640	641
Bin store / Plant room	30	17	28	20	27	27
IRB store	20	20	20	20	20	20
Repair room	20	20	20	20	20	20
General store	0	25	25	25	25	25
First aid room	15	24	24	16	16	16
Kitchen / Bar / Store	80	103	111	90	90	90
Clubroom	160	150	155	160	160	160
Training room	110	200	200	100	100	100
Club furniture store	50	45	42	44	40	44
Outside deck area	140	186	186	142	146	148
Cleaner	10	8	8	4	5	5
Toilets (including UAT)	50	71	68	59	65	61
Tower	14	15	15	26	25	26
TOTAL	**1,669**	**2,039**	**2,066**	**1,764**	**1,789**	**1,788**

Commercial space and public amenities

Room / Area	Previous concept designs			Amended concept designs		
	Option 1 (m^2)	Option 2 (m^2)	Option 3 (m^2)	Option A (m^2)	Option B (m^2)	Option C (m^2)
Commercial space (internal and external)	440	570	515	376	408	400
Bin store / Plant room	60	32	73	34	30	42
Beach Wheelchair store	10	8	8	10	14	13
External user stores (Triathlon / MBTO)	0	185	20	20	20	20
Toilets / Change rooms (male, female)	120	172	123	120	77*	120
Toilets / Change rooms (UAT)	20	27	32	22	9*	26
Changing Places facility	20	18	21	24	0*	23
Outdoor showers (approx.)	10	18	16	19	11	21
Additional car parking	46 bays	48 bays	43 bays	45 bays	23 bays	45 bays

** plus existing northern toilet block (approx. 140m^2)*

ATTACHMENT 7

Sorrento Surf Life Saving Club Redevelopment

Option 1 **Cost Breakdown - Ver1.1**

Item	Description	Qty	Unit	Rate	Total
	ITEMISED COST BREAKDOWN				
	The following Itemised Costs are inclusive of Preliminaries, Design & Construction Contingencies, and Professional Fees		*Note*		
1	DEMOLITION & SITE PREPARATION				476,800
2	CLUB AREAS				7,367,400
3	PUBLIC AMENITIES				1,032,400
4	COMMERCIAL AREA				2,242,200
5	CAR PARKING WORKS				1,463,900
6	LANDSCAPING & DUNE REMEDIATION WORKS				269,800
7	EXTERNAL WORKS (paving, footpaths, retaining walls, beach access, etc.)				914,300
8	PROVISIONAL SUMS				1,203,400
9	ARTWORK				138,500
	ESTIMATED PROJECT COST				**15,108,700**

QUANTITY SURVEYORS
CONSTRUCTION COST CONSULTANTS

Sorrento Surf Life Saving Club Redevelopment

Option A **Cost Breakdown - Ver1.2**

Item	Description	Qty	Unit	Rate	Total
	ITEMISED COST BREAKDOWN				
	The following Itemised Costs are inclusive of Preliminaries, Design & Construction Contingencies, and Professional Fees		*Note*		
1	DEMOLITION & SITE PREPARATION				362,100
2	CLUB AREAS				7,712,900
3	PUBLIC AMENITIES				1,346,200
4	COMMERCIAL AREA				1,544,400
5	CAR PARKING WORKS				695,000
6	LANDSCAPING & DUNE REMEDIATION WORKS				237,200
7	EXTERNAL WORKS (paving, footpaths, retaining walls, beach access, etc.)				964,400
8	PROVISIONAL SUMS				1,190,200
9	ARTWORK				129,700
	ESTIMATED PROJECT COST				**14,182,100**

QUANTITY SURVEYORS
CONSTRUCTION COST CONSULTANTS

Sorrento Surf Life Saving Club Redevelopment

Option B **Cost Breakdown - Ver1.2**

Item	Description	Qty	Unit	Rate	Total
	ITEMISED COST BREAKDOWN				
	The following Itemised Costs are inclusive of Preliminaries, Design & Construction Contingencies, and Professional Fees		*Note*		
1	DEMOLITION & SITE PREPARATION				295,600
2	CLUB AREAS				8,080,200
3	PUBLIC AMENITIES				790,000
4	COMMERCIAL AREA				1,553,700
5	CAR PARKING WORKS				464,400
6	LANDSCAPING & DUNE REMEDIATION WORKS				189,000
7	EXTERNAL WORKS (paving, footpaths, retaining walls, beach access, etc.)				897,800
8	PROVISIONAL SUMS				1,063,700
9	ARTWORK				123,400
	ESTIMATED PROJECT COST				**13,457,800**

QUANTITY SURVEYORS
CONSTRUCTION COST CONSULTANTS

Sorrento Surf Life Saving Club Redevelopment

Option C **Cost Breakdown - Ver1.2**

Item	Description	Qty	Unit	Rate	Total
	ITEMISED COST BREAKDOWN				
	The following Itemised Costs are inclusive of Preliminaries, Design & Construction Contingencies, and Professional Fees		*Note*		
1	DEMOLITION & SITE PREPARATION				318,800
2	CLUB AREAS				8,114,100
3	PUBLIC AMENITIES				1,380,800
4	COMMERCIAL AREA				1,426,100
5	CAR PARKING WORKS				682,200
6	LANDSCAPING & DUNE REMEDIATION WORKS				243,600
7	EXTERNAL WORKS (paving, footpaths, retaining walls, beach access, etc.)				1,352,400
8	FLY-OVER BRIDGE				184,400
9	PROVISIONAL SUMS				1,081,300
10	ARTWORK				137,300
	ESTIMATED PROJECT COST				**14,921,000**

Sorrento Surf Life Saving Club – Concept designs options – Advantages and Disadvantages

Option	Advantages	Disadvantages
1	• Design previously approved by Council. • Provides additional car parking bays (46).	• Updated project cost is over-budget by $1,108,700 excluding escalation). • Not supported by the SSLSC as the club areas and commercial space are combined in the one building. • New building is a two-storey facility to West Coast Drive. • Combined club and commercial building with the main entrances to the club area and commercial space located next door to each other. • Additional site works and costs anticipated as the area would require substantial earthworks, plus additional stairs and ramps, in order to have the building present as a single-storey building to West Coast Drive. • Storage of SSLSC equipment and vehicles located further from the beach. • Public amenities located at northern end of building. • Location in front of residential properties on West Coast Drive. • Increased risk of conflict between vehicles accessing the lower level and pedestrians / cyclists, due to the lack of pedestrian access bridge and plaza walkways.
A	• Amended design is in line with the Option One design that Council previously approved. • Equal-greatest number of additional car parking bays included (45), in comparison to Option B (23). • New building is not located in direct view of residential properties along West Coast Drive. • Provides all new public amenities.	• Estimated project cost is over-budget by $182,100 (excluding escalation). • Not supported by the SSLSC as the club areas and commercial space are combined in the one building. • Main entrances to the club area and commercial space are located in close proximity to each other. • Increased risk of conflict between vehicles accessing the lower level and pedestrians / cyclists, due to the lack of pedestrian access bridge and plaza walkways.
B	• Estimated project cost is within budget ($542,200 below budget) (excluding escalation). • Clubs preferred design as it provides the greatest separation of the club areas and commercial spaces	• Vehicle access to the lower level and the beach is through the northern car park which may create additional safety issues. • Refurbishment works would likely still be required for the existing northern toilet block.

Option	Advantages	Disadvantages
	and vehicle access to the lower level is via the northern car park (closer to the beach). • Increased exposure of the Club gym as it is located on the upper level of the building. • Potential to stage construction.	• New commercial space and public amenities will be located in direct view of residential properties along West Coast Drive. • Amended design varies from the Option One design that Council previously approved. • Lowest number of additional car parking bays provided (23), in comparison to Option A and C.
C	• Supported by the SSLSC due to the clear separation between the club areas and the commercial space. • Equal-greatest number of additional car parking bays included (45), in comparison to Option B (23). • Reduced risk of conflict between vehicles accessing the lower level and pedestrians / cyclists, due to the pedestrian access bridge and plaza walkways. • New building is not located in direct view of residential properties along West Coast Drive. • Vehicle access to the lower levels is via the southern car park which will be easier to manoeuvre for members and visitors to the site and will reduce the potential impact on traffic on West Coast Drive (in comparison to Option B). • Provides all new public amenities.	• Estimated project cost is over-budget by $921,000 (excluding escalation). • Amended design varies from the Option One design that Council previously approved. • Not the clubs preferred design (however is still supported by the club).

Sorrento Surf Life Saving Club cost estimates – all design options

Component	Option One	Option Two^	Option Three^	Option A	Option B	Option C
Demolition / site preparation	$476,800	$531,300	$834,600	$362,100	$295,600	$318,800
Club areas	$7,367,400	$9,829,100	$9,287,700	$7,712,900	$8,080,200	$8,114,100
Public amenities	$1,032,400	$1,243,000	$1,078,900	$1,346,200	$790,000	$1,380,800
Commercial area	$2,242,200	$1,508,300	$1,642,600	$1,544,400	$1,553,700	$1,426,100
Car parking works	$1,463,900	$1,260,000	$1,360,000	$695,000	$464,400	$682,200
Landscaping and dune remediation works	$269,800	$420,700	$434,100	$237,200	$189,000	$243,600
External works (paving; footpaths; retaining walls; beach access etc)	$914,300	$1,270,000	$1,470,000	$964,400	$897,800	$1,352,400
Fly over vehicle bridge	N/A	N/A	$410,600	N/A	N/A	$184,400
Provisional sums	$1,203,400	$1,358,800	$1,373,000	$1,190,200	$1,063,700	$1,081,300
Artwork (1% of construction cost)	$138,500	$158,400	$163,000	$129,700	$123,400	$137,300
Total Project Cost	**$15,108,700**	**$17,579,600**	**$18,054,500**	**$14,182,100**	**$13,457,800**	**$14,921,000**

^Based on December 2021 cost estimates.

Sorrento Surf Life Saving Club – Key cost estimate variances

Component	Option One Cost	Option A / B / C Costs	Comments
Demolition / site preparation	$476,800	A - $362,100 B - $295,600 C - $318,800	Option One includes the demolition of the entire car park to the south of the existing club. Options A, B and C includes partial demolition for the areas where new car parking bays are created. If the demolition of the entire car park was added to the updated designs, this would cost an additional $203,500 (Option A), $201,600 (Option B) or $203,700 (Option C). Option B includes the retention of the existing northern toilet block and surrounds. Several other differences include the amount of demolition and site preparation works that are required, as a consequence of the building location for Options A, B and C being further north than Option One.
Public amenities	$1,032,400	A - $1,346,200 B - $790,000 C - $1,380,800	The layout of the Option One public amenities is a more regular, square shape compared to the Option A and C layout. This results in a higher proportion of external walls to internal floor area, and it has a smaller roof area. An allowance for a greater area of feature lining / cladding to the external walls of Options A and C has been included, due their frontage to the carpark. Option B includes a smaller amount of new public amenities than all other options, due to the retention of the existing northern toilet block.
Commercial area	$2,242,200	A - $1,544,400 B - $1,553,700 C - $1,426,100	There is a reduction in the commercial space from Option One to Option A. There is also a reduction in the allocated space for the back-of-house facilities (kitchen and toilets) in Options A, B and C. The majority of the Option One commercial space is on the first-floor level, while Options A, B and C are on the ground floor level. As a result, Option One includes a service lift and external stairs. Option One includes a dedicated loading dock adjacent to the bin store and additional screening. The Option One commercial space is at the end of the building and has more external envelope than Option A which is bounded by the club area and public amenities.
Car parking works	$1,463,900	A - $695,000 B - $464,400 C - $682,200	Option One includes the reconstruction of the entire car park to the south of the existing club (approximately 7,000m^2 in total). Option A and C includes for partial reconstruction only (approximately 2,100m^2 in total), as does Option B (approximately 1,400m^2 in total). If the reconstruction of the entire car park was added to the updated designs, this would cost an additional

Component	Option One Cost	Option A / B / C Costs	Comments
			$919,500 (Option A), $953,200 (Option B) or $964,500 (Option C). Several other differences exist in the amount of car parking works that are required, as a consequence of the building location for Options A, B and C being further north than Option One.

GOVERNMENT OF WESTERN AUSTRALIA

DevelopmentWA

Ocean Reef Marina Wedge Wave Investigation

MP Rogers and Associates were engaged by DevelopmentWA (previously LandCorp) in April 2019 to investigate the potential for a wedge wave surf break to be incorporated into the Ocean Reef Marina Development.

A summary of the investigation is provided below:

1. The potential for a consistently surfable wedge wave surf break on the **northern side** of the marina is unlikely due to the alignment of the breakwaters sheltering the area from the prevailing west-south westerly swell. The potential for a wedge wave surf break would only occur on a handful of occasions per year during very large swell conditions. Furthermore, patches of shallow rock platforms and nearshore reefs are situated within the surf zone in this area which may result in public safety issues, with large swell potentially breaking directly onto the reefs and rocks.

2. Although more suitable in terms of prevailing swell conditions, the potential for a consistently surfable wedge wave surf break on the **southern side** of the marina was also deemed unlikely with other constraints in existence such as the boundary of the Public Environmental Review (PER), which essentially hugs the existing southern boat harbour breakwater; Water Corporation's outfall pipes (which can't be relocated); non-uniform depth contours to the beach to the south; and no offshore bar present at the beach to the south. For these reasons it is also considered unlikely that a consistent surfable wedge wave break could be achieved along the southern breakwater of the Development. The investigation did consider a realignment of the section of breakwater that could be extended within the above are constraints, which is limited to approximately 50m. By way of comparison, the length of the suitably orientated breakwater at Clayton Beach, Mindarie is approximately 250m. Based on the limited length as well as the relatively steep angle of the potential alignment, this modification is unlikely to achieve sufficient wave focussing to occur in order to produce a sufficiently large reflected wave. Another added complication are the depth conditions on site. As a comparison, if a small wedge wave was reflected off a realigned structure, it would likely interact with the incoming swell in depths of -3 to -5 mAHD. This is considerably deeper than at Claytons Beach, Mindarie where the wedge wave interacts with the incoming swell within the surf zone, at 0 to -2 mAHD. In addition to this, it is unlikely that an offshore bar will form to the south of the southern breakwater, hence, the incoming swell would tend to break on the shore rather than starting shoal offshore as appears to occur at Claytons Beach, Mindarie.

3. The PER boundary and associated coastal processes and marine environmental investigations that formed the basis of the PER approval, prevent significant changes being made to the PER boundary. This therefore limits the ability to create an artificial reef due to the flow on impacts to the surrounding coastal areas and therefore basis of the PER.

4. Consideration was also given to the opportunity to create a wedge wave approximately 150m south of the marine development, outside of the PER boundary. Construction of a large obliquely angled structure extending from the south western corner of the southern breakwater may produce reflected wave within the surf zone in this area of the beach, however, the non-uniform contours and the lack of an offshore bar at this location would lead to the incoming swell breaking on the shoreline, therefore reducing the potential for a consistently surfable wedge wave break even under this scenario. There are also environmental, safety and liability issues due to the rocky nature of the shoreline and nearshore area.

5. The installation of any artificial structure outside of the approved PER boundary would require significant consultation with the relevant Government Departments (e.g. Department of Water and Environmental Regulation, Department of Biodiversity, Conservation and Attractions, Department of Fisheries), and would at a minimum need to consider the following environmental factors:

   i) Impacts to benthic habitat (direct loss/mothering, and indirect loss from scouring around the structure, erosion and accretion) - of note, there are seagrass communities directly to the west of the Development Envelope;
   ii) Changes to coastal processes such as hydrodynamics/sediment movement – with particular consideration to any changes to the north which may result in additional impacts to abalone habitat;
   iii) Increased visitation and usage of the area (which was a key issue raised by the Department of Biodiversity, Conservation and Attractions for the marina itself); and
   iv) Construction phase impacts (likely to be temporary and localised).

m p rogers & associates pl ABN 14 062 681 252
creating better coasts and ports

R1779 Rev 1

April 2023

City of Joondalup

Ocean Reef Artificial Surf Reef Pre-Feasibility Project Plan

marinas
boat harbours
canals
breakwaters
jetties
seawalls
dredging
reclamation
climate change
waves
currents
tides
flood levels
water quality
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K2012, Report R1779 Rev 1
Record of Document Revisions

Rev	Purpose of Document	Prepared	Reviewed	Approved	Date
A	Draft for MRA review	T Hunt	B Garvey	T Hunt	28/02/2023
0	Issued as Proposal	T Hunt	B Garvey	T Hunt	2/03/2023
1	Revised and issued as Project Plan	T Hunt	B Garvey	T Hunt	6/04/2023

Form 035 18/06/2013

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Table of Contents

1. Introduction 4

1.1 Need for Project 4

2. ASR Proposal 5

3. Scope of Pre-Feasibility 7

4. Budget Costs & Timing 10

Table of Figures

Figure 1.1 ORM Concept Plan (TBB 2014) 6

Table of Tables

Table 4.1 Budget Costs 10

1. Introduction

M P Rogers & Associates Pty Ltd (MRA) is pleased to submit this Project Plan to the City of Joondalup (the City) for the *Pre-Feasibility Assessment for an Artificial Surfing Reef at Ocean Reef.*

To develop this project plan we have met with the City, Surfing WA and the Mullaloo Boardriders Club (MBRC), to understand their requests and desires and the aim of the work. We have prepared a scope and project plan for the pre-feasibility assessment in response to these requests.

1.1 Need for Project

The expanded Ocean Reef Marina (ORM) had been considered for many years and construction commenced in 2021. The ORM redevelopment included expansion of the footprint approximately 800 m to the north of the existing boat harbour. This expansion resulted in the loss of at least 3 surf breaks in the area, including two reef breaks. This loss of local surfing breaks limits the opportunities for surfers in the area, increasing pressure on remaining surf breaks such as the beach breaks at Mullaloo, and reducing the range of conditions which are able to be surfed locally.

The MBRC are a representative club of surfers based within the City who hold, among other events, regular surfing competitions at and near Mullaloo and Ocean Reef. Prior to the construction of ORM, the MBRC regularly used the now lost reef breaks to hold events when conditions better suited these breaks and the beach breaks at Mullaloo were unsuitable.

The loss of these breaks has not only reduced the variability and surfing opportunities within the City, but restricted the ability of the Club to hold events locally, resulting in competitions in 2022 being relocated to Lancelin to provide suitable conditions.

Along with the general recreational use and competitions held by MBRC, the local breaks are used by Surfing WA to hold "Learn to Surf" lessons and Ocean Reef High School for their surfing program. Where these lessons and classes were previously spread across the breaks, they are now all located at Mullaloo Beach, increasing congestion and reducing opportunities.

Aside from the current congestion, the additional residences associated with the ORM development will likely increase pressure on the remaining local surf breaks.

As a result, the MBRC, with the assistance of Surfing WA, have been lobbying for an ASR in the vicinity of the ORM development.

2. ASR Proposal

Initial concepts and development plans for the ORM included a potential future Artificial Surfing Reef (ASR), which aimed to offset the loss of these breaks and provide additional recreational surfing opportunities near the development. The adopted concept plan for the ORM, showing an ASR as a potential future feature on the southern side of the development, is presented in Figure 1.1. This concept plan formed the basis of the approved development which is being constructed.

While envisioned as a potential future amenity for the development, to date no funding has been provided for the ASR element and the proposal has not progressed.

As a result, the MBRC and others are continuing to lobby for an ASR in this general area. The MBRC propose an ASR several hundred metres south of the southern breakwater, where it may be surfable under prevailing south-westerly swells.

This area may be within the Marmion Marine Park excision zone, which would offer benefits in the approval process required for the ASR.

Figure 1.1 ORM Concept Plan (TBB 2014)

3. Scope of Pre-Feasibility

MRA met with the MBRC and Surfing WA to discuss their desires and ideas, specifically for an ASR on the southern side of ORM. The scope which has been developed and is outlined below, aims to address the following items.

- Review of ASRs in Western Australia, Australia and globally.
- Liaison and consultation with key stakeholders, along with others involved in recent ASR proposals.
- Consideration of opportunities and constraints for an ASR near ORM.
- A fatal flaw analysis of an ASR at Ocean Reef, considering the local site conditions.
- Preparation of a high level concept for the location, shape and form of an ASR near ORM.
- Determination of potential approval requirements, pathways and investigations to progress the project.

The following sections outlines the general methodology to complete the pre-feasibility assessment.

It is proposed that the project team to complete the assessment would include coastal engineers and specialist environmental consultants, experienced in the area and with similar projects.

Background & Review

The initial phase of the works would require compilation of background data, information and previous assessments and feasibilities of ASRs. Available data would be sourced and is likely to include the following:

- Local coastal processes information and assessments around ORM.
- Regional and local metocean data, including waves, water levels, winds and currents.
- Land and hydrographic surveys, including bathymetry in the area of the ASR.
- Geotechnical information.
- Coastline types and vulnerability.

A kickoff meeting and site visit to ground truth the data, consider potential access to the beach in the area and potentially meet with the City and key stakeholders on site would be completed on commencement.

An important part of the pre-feasibility would be assessment of the likely environmental approvals and investigations required to progress the project. Specialist environmental consultants with a knowledge of the process within the Marmion Marine Park should be used to complete this assessment.

Along with the environmental approval assessment, a desktop review of the available information should be completed to assess any critical constraints, opportunities or gaps in the data.

Literature Review & Summary

Following compilation of the available information, a desktop and literature review of relevant data, analysis, assessments and reports would be completed. The coastal processes at the site would be characterised and assessed. This should initially look for red flags and fatal flaws at the proposed location, along with key requirements of ASRs from other proposals.

Previous ASR proposals and installations in Western Australia, Australia and globally should be considered. This would include consideration of lessons learnt and the approvals process and requirements. As a minimum this should include consideration of proposals at Cables Station, Albany, Bunbury Back Beach, Wanneroo and Geraldton.

The authorities involved in recent proposals and projects, should be consulted with, including the City of Albany. This would provide specific insight into any lessons learnt, opportunities and constraints with similar works.

Further consultation with key stakeholders for the project, specifically including MBRC and Surfing WA, should be completed at this stage. This would provide stakeholders an update on the status of the assessment and seek clarification of any additional questions raised through the process. It would specifically canvas items such as optimum surfing conditions and times for the proposed location. Any available records and statistics of recreational surfing numbers for Perth, the City of Joondalup and specifically Mullaloo and Ocean Reef should be sought.

Preliminary Feasibility Assessment

As the basis of the pre-feasibiity, a high level sketch of the ASR location and size should be developed. This would be highly indicative and subject to change, but would allow consideration of key criteria for the proposal.

The wave climate at the proposed ASR location should be determined, to assess the feasibility and suitability of the location for surfable waves. As an example, a typical year of wave conditions should be modelled with a calibrated and validated wave model.

For comparison, we would recommend that the wave climate is also considered for the following locations:

- Mullaloo Point (in the vicinity of the main break).
- Northern side of the ORM.

Wave height and direction for the sites should be prepared and reviewed. This would assist in assessing the potential surfability of the site, compared to Mullaloo and the northern side of the ORM. This will identify any potential issues with wave climate at the site and also allow the potential of the project to be kept in context.

The bathymetry and geotechnical conditions at the site, and the potential foundation for the ASR, should be reviewed.

The potential impact on coastal processes and coastal hazards from the proposed reef location will require consideration. While there is a rocky shoreline in the area, a high level assessment of the potential changes to the shoreline and sediment transport in the area should be completed.

The environmental impacts and any potential fatal flaws of the proposed ASR should be assessed. This would cover items such as benthic habitat, loss of habitat, marine conditions and other environmental indicators. It would assess any fatal flaws or challenges with the proposal.

The potential form and construction of the proposed ASR should be considered. This would include the potential materials - eg rock, concrete, or other, along with the construction methodology. High level construction and maintenance costs should be developed for the ASR, along with high level pros and cons and safety or other considerations and risks.

Approvals, Project Staging & Pathways

The likely approvals required for the project and the pathway will be dependent on the location and form of the ASR. This should be determined based on the high level location and form of the proposal. This work would include determination of the likely required investigations and assessments, with costs.

The appropriate future project staging should also be determined- eg feasibility, concept, detailed design, tender, construction. Timeframes and costs for each should be considered and included and an indicative project pathway determined.

Reporting & Liaison

Throughout the work, liaison will be required with the City and key stakeholders.

A stand alone, fully referenced Pre-Feasibility report would be required and provided to the City for review and comment. Following review and revisions, a final report would be prepared.

4. Budget Costs & Timing

A Budget Cost for the proposed scope of the Pre-Feasibility has been prepared and is presented below in Table 4.1. This has assumed that the scope above is completed by knowledgeable and experienced coastal and environmental consultants.

Table 4.1 Budget Costs

Item	Task	Budget Cost
1	Background & Review	$5,000
2	Literature & Reef Review & Summary	$10,000
3	Preliminary Feasibility Assessment	$15,000
4	Approvals, Staging & Pathways	$5,000
5	Reporting & Stakeholder Liaison	$10,000
SUB-TOTAL		$45,000
Goods & Services Tax (GST)		$4,500
TOTAL		$49,500

It is expected that the Pre-Feasibility would take approximately 3 months to complete.

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Scale(A4):1:9000

Date: 27/02/2023

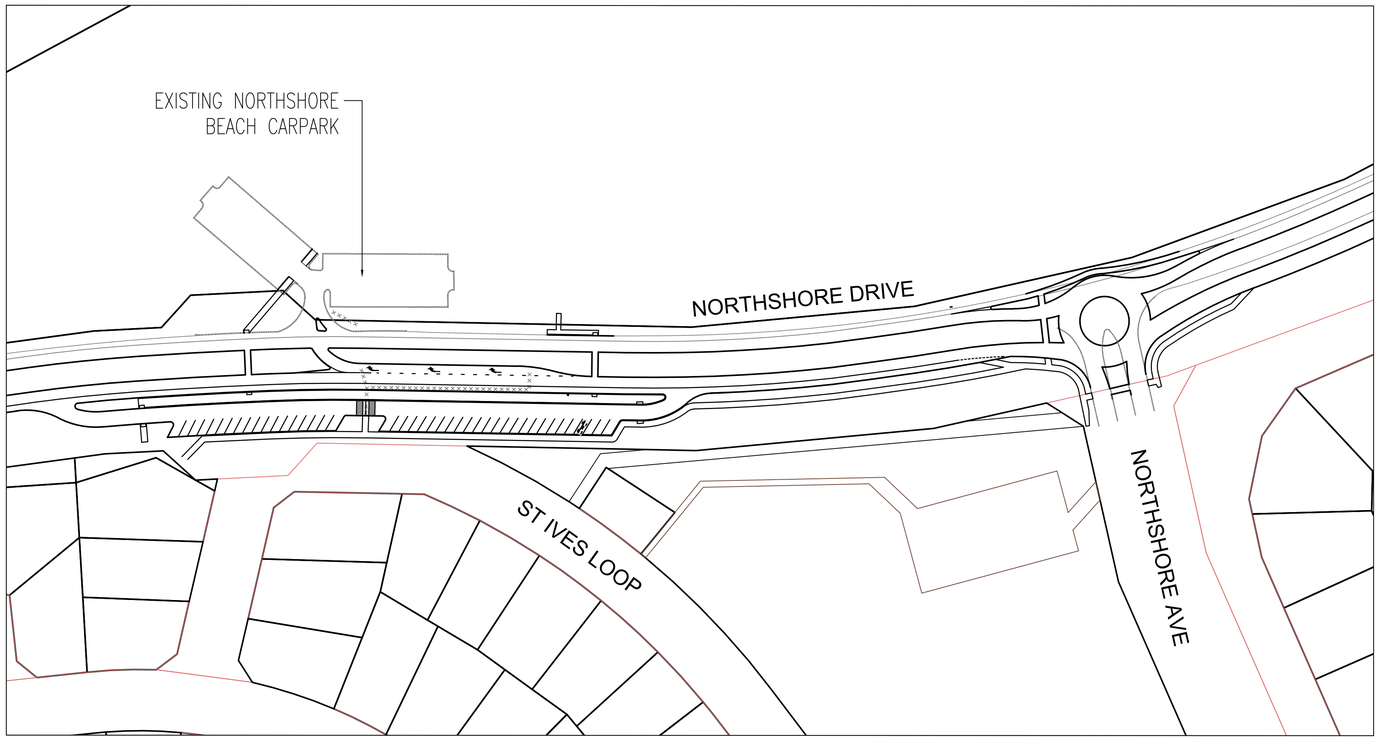
DISCLAIMER: While every care is taken to ensure the accuracy of this data, the City of Joondalup makes no representations or warranties about its accuracy, completeness or suitability for any particular purpose and disclaims all liability for all expenses, losses, damages and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.

NORTHSHORE DRIVE

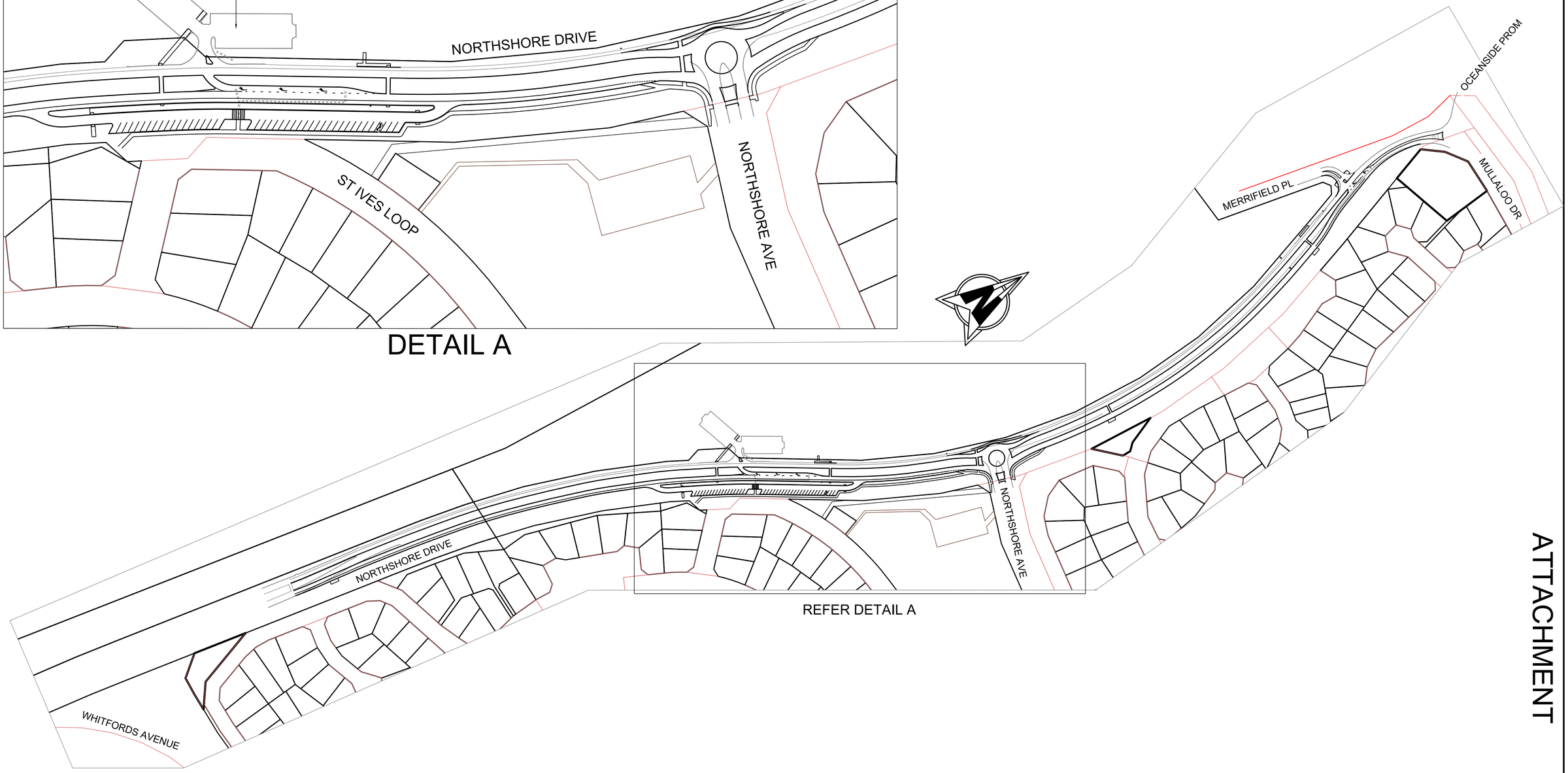
LOCALITY PLAN

ATTACHMENT

ALL TREATMENTS ARE INDICATIVE AND SUBJECT TO CHANGE



DETAIL A



REFER DETAIL A

ATTACHMENT

NORTHSHORE DRIVE CONCEPT PLAN LOCALITY: SUBURB	CITY OF JOONDALUP DRAWING No. LTMCON - SHEET No. 200	REVISION No. A ORIGINAL DRG SIZE A1

City of Joondalup

Community Garden Guidelines

For more information about Community Gardens in the City of Joondalup, please contact the Community Development Officer on **9400 4226** or **info@joondalup.wa.gov.au**

This document is available in alternative formats and languages upon request.

Contents

1.0	Introduction	2
2.0	Getting started	3
3.0	Researching your project	4
4.0	Establishing a new community group	5
5.0	Process for requesting a new community garden	13
6.0	Requesting infrastructure for your established community garden	14
7.0	Requesting approval for expansion or to operate outside of the approved boundaries of your established community garden	16
8.0	Sample Land Use Agreement	17

1.0 Introduction

Welcome to the City of Joondalup's Community Garden Guidelines. This publication aims to assist your community group to establish and manage a successful, sustainable community garden on public land within the City of Joondalup.

Community gardens are reported to bring many benefits such as enhanced social connections, education around sustainable practices and edible produce. Community gardens can create a sense of belonging and be very rewarding for people of all ages and abilities.

Community gardens can also be hard work and cost more than expected to set up and run. They take a great deal of time, energy and commitment. Once a garden is established in a public place, there is a responsibility for it to be kept at a suitable standard.

The City helps facilitate community gardens to be self-managed in a sustainable way by the community. It is not anticipated the City take an active role in establishing gardens directly or provide funding for the establishment or operations of gardens. Once a community garden group is established and incorporated it will have the opportunity to apply for funding through the City's Community Funding Program for eligible projects which fit the scope, priorities and objectives of the Community Funding Program.

2.0 Getting started

If you are thinking about setting up a community garden on City land:

- Contact the City of Joondalup Community Development Team on: **9400 4226** or via email to **info@joondalup.wa.gov.au**. Team members can provide guidance and advice on how to begin your community garden journey.
- Do your research – invest time and planning into reviewing the elements of this guide.
- Submit an Expression of Interest form to the City. This enables the City to learn some key information about your proposed garden.

  Expressions of Interest must consider the following criteria in accordance with the Community Gardens Protocol:

  - Community gardens must be managed by an incorporated, not-for-profit community group.
  - The proposed garden must have sufficient community support and a minimum of six people who can form a committee for the purpose of incorporation.
  - The community group must be sufficiently resourced and prepared to fund and manage all aspects of the garden such as governance, membership, finances, insurances and operations of the community garden. As part of the approval process, the City will need a detailed budget outlining the costs of establishment and first year of operation as well as evidence outlining the group's ability to meet these costs.

3.0 Researching your project

Volunteers of successful community garden projects invest considerable time into research and planning. You are encouraged to visit existing community gardens and talk to the community group managing the garden to learn first-hand knowledge. Based on their experiences, you may learn valuable advice, tips and guidance about how to begin your community garden.

Some questions you may wish to ask include:

- How did their garden begin?
- What is their vision and purpose?
- How do they recruit and retain members and volunteers?
- What type of management structure do they have?
- How do they make decisions, solve problems and resolve conflict, both within their group and within the community?
- Where do they obtain resources (e.g. mulch, compost, seeds)?
- What are their lessons learned and would they do anything differently?
- How did they build a sense of community around the garden?
- How do they sustain community interest to ensure the garden is maintained over the long term?
- How do they make sure the garden is safe and accessible?
- What is their advice to you?

The City encourages individuals who are interested in participating in community gardens to join an existing community garden first to get an understanding of day-to-day operations.

4.0 Establishing a new community group

Once you have gathered information and an understanding of what is required to manage a community garden, you will be in a better position to start your own community garden group.

Community garden groups can be as big or small as you need to reflect your local community. This section outlines aspects for you to consider when establishing a new group.

Governance structure

A community garden is built on a sense of community and is more likely to succeed with the enthusiasm and collaboration of many people. Forming a group of committed people with a range of skills and experience is the first step in establishing a community garden. The size of the group will naturally depend on the scale of your proposed project, and groups can be as small as six people.

You will need a core group of volunteers to form a committee. This includes a Chair/President, Secretary, Treasurer and a minimum of three other committee members. This structure is necessary to gain incorporation, which is a requirement of the City for any group to implement an approved community garden on City owned or managed land.

Clarify aims and objectives

A community garden can be many things to different people and members need to agree on a clear purpose of the garden. Ensure that your group develops a shared vision for your garden project and what it wants to achieve and make sure that all members of the group have an equal opportunity to provide input. Aims and objectives can include short, medium and long-term strategies to ensure that the group is sustainable, cohesive and willing to work to achieve common goals.

Incorporation

It is a City requirement that any group wishing to manage a community garden be incorporated under the *Associations Incorporation Act 2015*. Garden groups can apply to the Department of Mines, Industry Regulation and Safety: Consumer Protection Division, to become incorporated associations.

It is not necessary to be incorporated at the time you submit your Expression of Interest, however if your project is approved you will be required to sign a Land Use Agreement. To sign this agreement your group must be incorporated and have the appropriate insurances. You will not be able to start the implementation of an approved garden until your group is incorporated and has signed a Land Use Agreement with the City.

An incorporated association is considered a legal entity with certain rights and responsibilities under Australian law. It allows an organisation to do such things as sign a lease for land and obtain insurance without risk to individual members. Additionally, incorporation affords group's flexibility in the management of funds and enables them to open a bank account, obtain public liability insurance cover and apply for government and philanthropic grants.

Incorporation as an association requires groups to establish a management committee with annually elected office bearers, and to commit to regular meetings. This is beneficial for the community garden as it maintains a structure that can address management issues.

Having a committee also helps share the tasks of garden management and avoids excessive responsibility being placed on a few people or the garden management becoming dominated by one person. Further information regarding the incorporation process can be found at the Department of Mines, Industry Regulation and Safety website at **dmris.wa.gov.au**

Through the Department's incorporation process you will be required to develop a set of rules that govern the day to day management of the association. You may use the Department's model rules or draft your own, however all rules must:

- Be consistent with the requirements of the Act;
- Provide for all the matters set out in Schedule 1 of the Act; and
- Comply with any taxable status provisions the group is seeking.

The Department has up to date information on how to do the above; it can also provide you with templates which will assist.

The City can also assist small community groups with incorporation through generalised advice from the Community Development team about the incorporation process as well as the provision of grants to assist with the initial costs of incorporation. Funding is not guaranteed.

Insurance

The group will also be required to obtain public liability insurance to cover its activities on the land, so it is important to research insurance policies thoroughly. There are insurers which provide insurance specifically for community gardens and community groups. Below are some links that may be helpful in assisting you to find the appropriate insurance for your group.

- **communitydirectors.com.au/icda/risk/**
- **communityunderwriting.com.au**
- **gardenclubs.org.au**

Site considerations

Your group will be responsible for identifying a preferred site and working with the City to assess the site's initial suitability, and any information that needs to be considered prior to lodging an Expression of Interest.

It is important for your community group to consider the following points when assessing potential community garden sites:

- Proximity of other nearby community groups or businesses;
- Proximity to residential housing;
- Proximity to bushland and other natural areas;
- Pathogen levels;
- Parking and accessibility for vehicles and people;
- Lighting;
- History of the site (e.g. any risk of existing soil contamination);
- Impact on existing assets, infrastructure or services;
- Contour of the land;
- Land suitability – soil quality, drainage, sunlight, shade;
- Competing interests for the site;
- Approvals required (e.g. Crown land, planning approvals);
- Access to toilets, water, electricity, storage; and
- Parking.

Garden structures

It is necessary to ensure that public spaces are visually pleasing and safe. Depending on the intentions of a garden group, the City may be required to provide advice or approval for structures or elements of a garden.

Your group will need to consider the types of structures you would like to include within your proposed community gardens (e.g. water tank) and provide a general description of this within your Expression of Interest. If your garden is approved, the approval will detail what structures are included.

If you would like to add new structures to your community garden, after its initial approval, you may need to seek additional guidance or approvals from the City. Please review section 6.0 of this document for the process of requesting infrastructure changes to your established community garden.

Funding your community garden

There is a range of direct and indirect costs to consider when establishing and maintaining a community garden. In-kind support (such as donations from local businesses), fundraising, reusing waste resources and applying for grants are some of the ways community garden groups have resourced their projects.

It is not intended that the City will provide funding for the establishment of gardens. Your group will need to have the funds to set up and continue operations. As part of your proposal to the City you will need to develop a budget and consider how you will obtain the necessary financial resources.

The requirements of each unique garden will vary, but most gardens will need to consider the following:

- Costs of involving the community (e.g. producing promotional material, mail-outs, local advertising and venues for meetings);
- Public liability insurance;
- Incorporation;
- Construction materials;
- Organic material for soil enrichment and/or no-dig bed construction;
- Plants;
- Tools and equipment (e.g. hand-tools, wheelbarrows, watering cans, hoses and propagation supplies);
- Irrigation equipment;
- Storage;
- Infrastructure (i.e. rainwater tanks, including costs of fittings and professional installation); and
- Utilities.

Gaining community support for your community garden

As part of your application process, you must be able to demonstrate community support (via letters or lists which include names and addresses of supporters) and that your group has engaged with the community most likely to be impacted by your garden plans.

Your group will also need to consider what its approach will be to address some common community garden related concerns. To do this, speak to the adjacent land owners and services, and show you have support to manage the garden long-term.

Common issues and concerns include, but are not limited to: compost and fertiliser smell, visual appearance, noise, the use of public open space, increase in traffic and parking requirements/issues. It is important to reassure your community that items such as these have been considered and resolved.

Depending on the proposed site, a formal community consultation may also need to be undertaken prior to the City providing approvals for a community garden. The City will advise you if this needs to occur, and will manage the consultation process.

Land Use Agreement

The City will liaise with your group to negotiate a Land Use Agreement for the use of City land and finalise any approvals required prior to the implementation of the garden. There will be standard terms included in all Land Use Agreements between a successful community garden group and the City. These will include:

- The group being required to indemnify the City (and the Minister for Lands if the land is part of a reserve managed by the City) against any injury or loss which may be suffered by any person because of the group's use of and activities conducted on the land;
- Obtain and maintain a policy of public liability insurance;
- Ensure that no noxious weeds or environmental weeds, as listed in the City's Environmental Weed Guide, are grown in the community garden; and
- Not operate outside of the community garden or erect any structures outside of current approvals in the community garden without the prior written consent of the City.

Other terms will be based on the specific nature and location of the approved garden. Section 8 of this documents contains a sample Land Use Agreement for your reference.

To sign this agreement your group must be incorporated and have the appropriate insurances. You will not be able to start the implementation of an approved garden until your group is incorporated and has signed a Land Use Agreement with the City.

598

5.0 Process for requesting a new community garden

The below flow chart outlines the process you will need to take to request the establishment of a community garden in the City.

Some elements of your proposed community garden may require planning and building approvals. These will be outlined as a condition of approval if your Expression of Interest is successful. Applying and waiting for these approvals is a separate process and may cause delays in implementing your approved community garden.

Step 1 – Review supporting information

Read the Frequently Asked Questions document and the City's Community Garden Guidelines.

Step 2 – Contact the City

Contact the City's Community Development Team to guide you through the process of establishing a viable and successful community garden. The Community Development team will undertake a preliminary assessment of your request at this initial contact.

Step 3 – Site Meeting

If your request meets the basic criteria, a site meeting will be arranged with your group and the City to discuss site suitability and information to be considered for the application.

Step 4 – Lodge an Expression of Interest

Complete the Expression of Interest form provided by the City for consideration by the City. Please note it can take up to four months for an outcome.

Step 5a – Expression of Interest Successful

Should your Expression of Interest be successful, your group will be notified. The City will draft the appropriate Land Use Agreement document and present this to your group for consideration.

Step 6 – Negotiate and sign Land Use Agreement

The City will liaise with your group to negotiate the Land Use Agreement for the use of Council land and finalise any approvals required prior to the implementation of the garden. Your group will need to be incorporated and have appropriate insurance to sign the Land Use Agreement.

Step 5b – Expression of Interest Unsuccessful

If your Expression of Interest is unsuccessful, you will be provided with written feedback which will include the reason/s for refusal and options to consider for an alternative proposal better placed to be supported.

Step 7 – Implementation

Once the City has approved your request, the Land Use Agreement and any necessary approvals are granted, your group can begin the implementation of its garden.

If you have any questions about this process please contact the City's Community Development Officer on **9400 4226** or via email **info@joondalup.wa.gov.au**

6.0 Requesting infrastructure changes to your established community garden

If you would like to add new structures to your community garden after its initial approval you will need to seek additional guidance and approvals from the City.

To make requests to change the scope of your garden you will need to complete an Application to Amend Community Garden (changes to infrastructure) which will be assessed by the City.

The following flow chart outlines the process you will need to take to request changes to infrastructure of an established community garden.

Some structures may require planning or building approvals. These will be outlined as a condition of approval in a successful 'Application to Amend Community Garden (changes to infrastructure)' approval. Applying for and waiting for these approvals is a separate process and may cause delays in implementing the infrastructure approved in your 'Application to Amend Community Garden (changes to infrastructure)'.

Step 1 – Review supporting information

Read section 6.0 of A Guide to Community Gardens in the City of Joondalup document. This outlines the process you will need to take to request changes to the infrastructure of your community garden.

Step 2 – Contact the City

Contact the City's Community Development Team to guide you through the process of applying to change the infrastructure of your established community garden. The Community Development team will undertake a preliminary assessment of your request and provide you with an 'Application to Amend Community Garden (changes to infrastructure)'.

Step 3 – receive an 'Application to Amend Community Garden (changes to infrastructure)'

After receiving the 'Application to Amend Community Garden (changes to infrastructure)' you will complete all of the required information on the form and attach all supporting documentation in relation to the requested infrastructure.

Step 4 – Application to Amend Community Garden (changes to infrastructure)'

Submit the 'Application to Amend Community Garden (changes to infrastructure)' for consideration by the City. Please note it can take up to four months for an outcome.

Step 4a – Application Successful

Should your application be successful, your group will be notified. The City will also draft an update to the Land Use Agreement document and present this to your group for signing.

Step 5 – Written Consent from the City

The City will liaise with your community group and ensure you acknowledge and accept conditions of approval (if any). The City will provide written consent via letter with approvals and conditions outlined in the letter.

Step 4b – Application Unsuccessful

If your application is unsuccessful, you will be provided with written feedback which will include the reason/s for refusal and options to consider for an alternative proposal better placed to be supported.

Step 6 – Implementation

Once the City has approved your request, provided you with written consent and your group has accepted any conditions you can begin the implementation of the approved infrastructure changes to your garden.

7.0 Requesting approval for expansion or to operate outside of the approved space of your established community garden

Please note a request for expansion or to operate outside of the space approved for your community garden may require Council approval.

Step 1 – Review supporting information

Read section 7.0 of the Community Garden Guidelines document. This outlines the process you will need to take to request an expansion or to operate outside of the approved boundaries of your community garden.

Step 2 – Contact the City

Contact the City's Community Development Team to guide you through the process of applying for an expansion or to operate outside of the approved boundaries of your community garden. The Community Development team will undertake a preliminary phone assessment of your request and provide you with 'Application to Amend Community Garden (expansion or operating outside of approved boundaries)'.

Step 3 – receive an 'Application to Amend Community Garden (expansion or operating outside of approved boundaries)'

After receiving the 'Application to Amend Community Garden (expansion or operating outside of approved boundaries)' you will complete all of the required information on the form and attach all supporting documentation in relation to the requested expansion.

Step 4 – Application to Amend Community Garden (changes to infrastructure)'

Submit the 'Application to Amend Community Garden (expansion or operating outside of approved boundaries)' for consideration by the City. Please note it can take up to six months for an outcome.

Step 4a – Application Successful

Should your application be successful, your group will be notified. The City will also draft an update to the Land Use Agreement document and present this to your group for signing.

Step 5 – Written Consent from the City

The City will liaise with your community group and ensure you acknowledge and accept conditions of approval (if any). The City will provide written consent via letter with approvals and conditions outlined in the letter.

Step 4b – Application Unsuccessful

If your application is unsuccessful, you will be provided with written feedback which will include the reason/s for refusal and options to consider for an alternative proposal better placed to be supported.

Step 6 – Implementation

Once the City has approved your request, provided you with written consent and your group has accepted any conditions you can begin the implementation of the approved infrastructure changes to your garden.

8.0 Sample Land Use Agreement

Community Gardens Land Use Agreement between

City of Joondalup, Boas Avenue, Joondalup, WA (City)

and

(Insert garden name and address)

1. Summary

The City of Joondalup (the City) has agreed to the establishment of a community garden on City-owned land at (insert address of garden)

(insert name of community garden)

can carry out gardening activities at (insert address of garden)

in line with the approved site and project plans contained in their Community Garden Application form and in line with this Land Use Agreement. This includes the installation and/or erection of garden infrastructure. This agreement outlines the requirements and responsibilities of both parties regarding the care and management of the community garden.

2. Purpose

This Land Use Agreement:

- Defines the relationship, expectations, requirements and responsibilities of both parties in relation to the community garden being established.
- Provides the framework for management of the community garden.
- Acknowledges that the City owns the land at

(insert address of garden) ('the site').

- Notes that nothing in this Land Use Agreement compels the City to continue its involvement in

(insert name of community garden)

project beyond the term of this Land Use Agreement or to provide alternative sites for a community garden in the locality.

3. Preliminary information

a) This agreement pertains to land use between the City and the Incorporated Association of (insert name of Incorporated Association) ('the parties').

b) This agreement is intended to be legally binding on the City and the members of the (insert name of Incorporated Association) committee.

c) Members of (insert name of Incorporated Association) are granted a non-exclusive right to conduct community gardening activities on the site.

d) Nothing in this clause prohibits members of the public from entering the site at such times and for such purposes as members of the public are entitled to enter.

e) The site plan for the community garden identifies the area designated for the community garden.

f) Management of the garden will be conducted in accordance with relevant City procedures.

4. City - Roles and Responsibilities

The City agrees to:

a) Make available the land identified (insert address of the Incorporated Association) in the attached site plan for use as a community garden for a period of (insert timeframe).

b) Be responsible for the maintenance of any existing infrastructure (such as pathways, verandas and buildings) that does not form part of the community garden.

c) Provide an outcome to requests within the timeframe set out in the document Community Garden Guidelines. This may include consent to erect structures necessary for a successful garden such as shade, seating and water tanks. Consent will be given to structures which are reasonable and do not require further approvals under City policies, local laws, state or federal legislation.

5. Roles and Responsibilities

(insert name of Incorporated Association) agrees to:

a) Indemnify the City against any claim for loss, damage or injury arising out of (insert name of Incorporated Association)'s occupation and use of the community garden. (Incorporated Association)'s liability hereunder is reduced proportionately to the extent the City contributed to such claim.

b) Obtain and maintain a policy of public liability insurance indemnifying the City against any claim for damages which may arise out of (Incorporated Association)'s occupation and use of the community garden and provide the City with a valid certificate of currency upon request.

c) Ensure that (Incorporated Association) members and their guests behave in the community garden in accordance with their obligations under Part 4 of the *Local Government and Public Property Local Law* to not interfere with the enjoyment of other users of the Reserve or place the public at risk.

d) Adhere to best road safety practices while planting on any verge areas. This may include wearing personal protective equipment such as high visibility clothing or implementing appropriate traffic diversions.

e) Maintain, manage and keep tidy the community garden, including incidental structures such as the sink, benches, garden furniture, planter boxes and retaining walls, in good condition and to the City's reasonable satisfaction.

f) Maintain public access to the community garden generally, subject to such garden activities which may interfere with the safety of others and require the public to be excluded on a temporary basis.

g) Resolve any disputes amongst its members in accordance with its Constitution.

h) Not operate outside of the community garden or erect any structures outside of current approvals in the community garden without the prior written consent of the City.

i) Ensure that no noxious weeds or environmental weeds, are grown in the community garden.

j) Manage composting practices to ensure that vermin and pests are not attracted to the community garden and be responsible for the management and removal of any vermin or pests.

k) Ensure that any materials delivered to or stored at the community garden do not cause any unpleasant odours or create a hazardous environment for other users of the reserve and people living or working nearby.

l) Keep any allocated storage areas locked when not in use.

m) Be responsible for regularly removing all rubbish generated through community gardening activities.

n) Only use hand-held trigger nozzle hoses, watering cans or drip lines for watering, and not use sprinklers or other irrigation equipment unless agreed to in writing by the City.

o) Ensure that manures, compost systems and fertilisers do not produce unpleasant odours, particularly if there are adjoining facilities, during their opening times, and that all tools and materials are safely stored and secured.

p) Ensure that any noise-generating activity in the community garden is kept to a reasonable level and is only carried out between 7.00am – 8.00pm on weekdays and between 8.00am – 8.00pm on weekends and public holidays.

q) Report any vandalism, graffiti or damage sustained in the community garden to the City as soon as reasonably practicable after it becomes aware of such event.

6. Term

This Land Use Agreement will commence (insert date)

and expire on (insert date).

The City reserves the right to vary, withhold or withdraw any funding or approvals should

(Incorporated Association)

committee breach any of its responsibilities under this Land Use Agreement.

The City has a responsibility to provide safe and accessible public open space for all users. If, contrary to the terms of this Land Use Agreement, the community garden falls into disrepair, is poorly maintained or presents a risk to safety or use of the area, the City may direct

(Incorporated Association)

to rectify the problem. Failure to comply with such directions within a reasonable time could result in the withdrawal of the approval and termination of this Land Use Agreement and decommissioning of the site the expense of

(Incorporated Association)

7. Dispute Resolution

If a dispute arises about this Land Use Agreement the parties must give appropriate written notice and seek to resolve the dispute within a reasonable time. If the dispute is not able to be resolved, then either party is at liberty to terminate the Land Use Agreement in accordance with clause 7.

8. Variation

Any variation to this Land Use Agreement may be made with the prior written agreement of the parties.

9. Termination

This Land Use Agreement can be terminated:

- By mutual agreement between the parties; or
- Where in the opinion of a party there has been a significant breach of this Land Use Agreement by the other party or the breaching party has failed to comply with written notice seeking remediation of the breach within a reasonable timeframe; or
- Where there exists any dispute relevant to this Land Use Agreement and despite best endeavours the parties are unable to resolve that dispute; or
- At any time by the City in its absolute discretion.

City of Joondalup

T: 08 9400 4000
F: 08 9300 1383
Boas Avenue Joondalup WA 6027
PO Box 21 Joondalup WA 6919

joondalup.wa.gov.au

This document is available in alternative formats upon request.

COMMUNITY CONSULTATION OUTCOMES REPORT

Proposal to Levy Differential Rates 2023/24

CONTENTS

OVERVIEW 3
STAKEHOLDERS 4
CONSULTATION MATERIALS 5
RESPONSE RATE 8
OUTCOMES 10
APPENDIX 12

OVERVIEW

The community was invited to provide feedback from 25 May 2023 to 15 June 2023 on the City's proposal to levy differential rates in 2023/24. A total of 14 submissions were received during the 22-day consultation period. This included 2 submissions from resident/ratepayer groups: Edgewater Community Residents' Association, and Marmion, Sorrento, Duncraig Progress and Ratepayers Association

The 12 community members who responded provided detailed feedback on the proposal to levy differential rates in 2023/24. Some supported the proposal to levy differential rates, whilst others were opposed. Verbatim comments are provided in the Outcomes section of this report.

STAKEHOLDERS

A total of 16 stakeholders were directly engaged by the City of Joondalup. Stakeholders identified included:

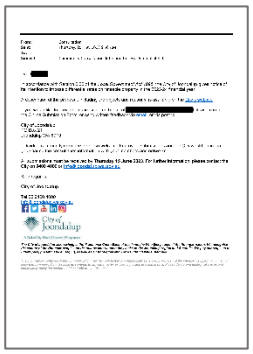
- Residents/ratepayers groups (16)
  - Beldon Residents Association Inc
  - Burns Beach Residents Association Inc
  - Connolly Residents Association
  - Currambine Residents' Association
  - Edgewater Community Residents' Association
  - Harbour Rise Home Owners Association
  - Heathridge Residents' Association
  - Iluka Homeowners Association
  - Kallaroo Residents' Association
  - Kingsley & Greenwood Residents Association
  - Marmion, Sorrento, Duncraig Progress and Ratepayers Association
  - North Shore Country Club and Residents Association
  - Padbury Residents' Association Inc
  - Warwick Residents Group
  - Whitford Community, Ratepayers & Recreation Association Inc
  - Woodvale Waters Landowners Association.

Additional stakeholders, including interested residents and ratepayers, were also indirectly engaged by the City via the consultation materials described overleaf.

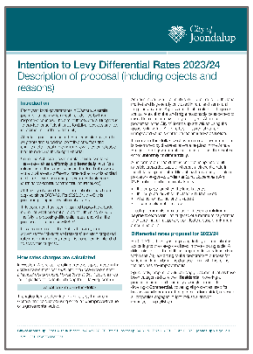
CONSULTATION MATERIALS

Resident/ratepayer groups were sent emails on 25 May 2023 advising them of the consultation, linking them to the Description of the Proposal (Including Objects and Reasons), and directing them to provide written feedback via post or email. These stakeholders were also encouraged to promote the consultation to their members and networks, and a link to the Online Submission Form was provided.

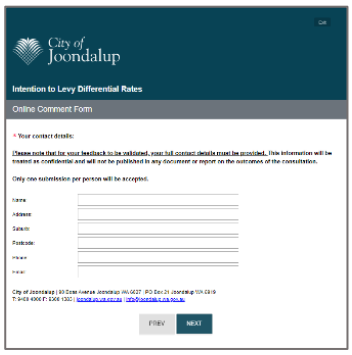
Email to resident/ratepayer groups (see Appendix 1 for full):



Description of the Proposal (Including Objects and Reasons) (see Appendix 2 for full):



Online Submission Form (see Appendix 3 for full):

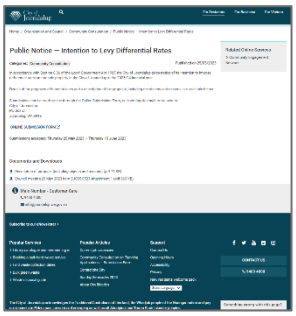


In addition to directly contacting identified stakeholders via email, the City advertised the consultation to other community members via the following means:

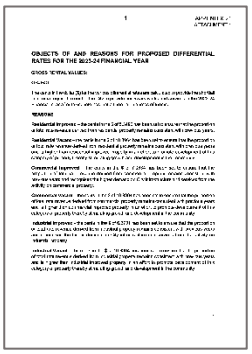
- Public notice webpage linked through the “Community Consultation” section of the City’s website visible from 25 May 2023 to 15 June 2013.
- Attachment 1 to the Council Meeting Minutes of 23 May 2023 (item CJ085-0523 Attachment 1).
- Item published in the Community Engagement Network eNewsletter emailed to subscribers on 25 May 2023.
- Item published in the Public Notice eNewsletter emailed to subscribers on 25 May 2023.

- Public notice post on Facebook published through the City's Facebook account on 25 May 2023.
- Public notice post on LinkedIn published through the City's LinkedIn account on 1 June 2023.
- Public notice advertisement published in the *PerthNow Joondalup* community newspaper on 1 June 2023 and on 8 June 2023.

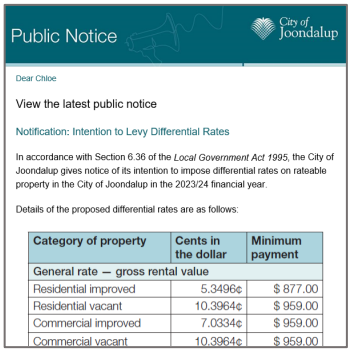
Public notice webpage linked through the "Community Consultation" section of the City's website (see Appendix 4 for full):



Attachment 1 to the Council Meeting Minutes of 23 May 2023 (item CJ085-0523 Attachment 1) (see Appendix 5 for full):



Community Engagement Network eNewsletter, and Public Notice eNewsletter (see Appendix 6 for full):



Public notice posts on Facebook and LinkedIn (see Appendix 8–9 for full):

Public notice advertisement published in the PerthNow Joondalup community newspaper (see Appendix 10–11 for full):

RESPONSE RATE

The City collected a total of 14 valid responses throughout the 22-day advertised consultation period. Responses that were considered valid include all those which contained contact details enabling identification and were submitted within the advertised timeframe.

Of the 14 submissions, 2 were made by resident/ratepayer groups: Edgewater Community Residents' Association, and Marmion, Sorrento, Duncraig Progress and Ratepayers Association. This indicates a 12.5% response rate for resident/ratepayer groups. This data is shown in the table below.

	Invited to comment	Response received	Response rate
Submissions received by stakeholder type:	**N**	**N**	**%**
Resident/ratepayer groups	**16**	**2**	**12.5%**
Beldon Residents Association Inc	1	0	0.0%
Burns Beach Residents Association Inc	1	0	0.0%
Connolly Residents Association	1	0	0.0%
Currambine Residents' Association	1	0	0.0%
Edgewater Community Residents' Association	1	1	100.0%
Harbour Rise Home Owners Association	1	0	0.0%
Heathridge Residents' Association	1	0	0.0%
Iluka Homeowners Association	1	0	0.0%
Kallaroo Residents' Association	1	0	0.0%
Kingsley & Greenwood Residents Association	1	0	0.0%
Marmion, Sorrento, Duncraig Progress and Ratepayers Association	1	1	100.0%
North Shore Country Club and Residents Association	1	0	0.0%
Padbury Residents' Association Inc	1	0	0.0%
Warwick Residents Group	1	0	0.0%
Whitford Community, Ratepayers & Recreation Association Inc	1	0	0.0%
Woodvale Waters Landowners Association	1	0	0.0%
Other community members (engaged indirectly)	**—**	**12**	**—**
Total response rate (engaged directly)	**16**	**2**	**12.5%**
Total submissions	**—**	**14**	**—**

RESPONDENT ADDRESS

Respondents were asked to provide their contact address. This data is shown in the table and chart below for suburb and ward.

Responses received by ward and suburb:	N	%
Central Ward	**3**	**25.0%**
Beldon	0	0.0%
Craigie	0	0.0%
Kallaroo	1	8.3%
Woodvale	2	16.7%
North Central Ward	**1**	**8.3%**
Connolly	0	0.0%
Edgewater	1	8.3%
Heathridge	0	0.0%
Mullaloo	0	0.0%
Ocean Reef	0	0.0%
North Ward	**3**	**25.0%**
Burns Beach	2	16.7%
Currambine	0	0.0%
Iluka	0	0.0%
Joondalup	0	0.0%
Kinross	1	8.3%
South-East Ward	**3**	**25.0%**
Greenwood	1	8.3%
Kingsley	2	16.7%
South Ward	**1**	**8.3%**
Duncraig	1	8.3%
Marmion	0	0.0%
Warwick	0	0.0%
South-West Ward	**1**	**8.3%**
Hillarys	0	0.0%
Padbury	0	0.0%
Sorrento	1	8.3%
Total responses (community members)	**12**	**100.0%**

OUTCOMES

QUESTION: “Please provide your feedback on the City’s proposal to levy differential rates in 2023/24:”

Respondents were asked to provide their feedback on the City’s proposal to levy differential rates in 2023/24. Some respondents supported the proposal to levy differential rates, whilst others were opposed. The comments from community members are provided verbatim in the table below. The submissions from the Edgewater Community Residents’ Association, and Marmion, Sorrento, Duncraig Progress and Ratepayers Association are shown in full at Appendix 12 and 13.

Please provide your feedback on the City’s proposal to levy differential rates in 2023/24 (N = 12)*
We are opposed to the City’s differential rates. We pay a premium on the land purchase based on position. We all benefit equally from the services provided and see no reason why, after having paid a premium on the land, we should continue to be penalised by where we live.
Supported.
That the City rate non-hosted, short-term accommodation facilities as Commercial Improved not as Residential. These facilities are essentially commercial business and, as such, ought to be rated accordingly. That the City ought to consider introducing a revenue system which does not rely entirely on a GRV basis. This system makes no allowances for differentiating the actual costs basis for services related to a property. Is there a place for a three-component fee — refuse; fixed component; and variable component?
Rateable value seems less than previous years; however, am unsure of what my valuation is to do a calculation. What will be the ESL and refuse charge? I'd like variable rate of refuse charges for residents who don't need bins emptied each week/fortnight. Lower refuse charges for environmentally conscious residents would be a great incentive.
I support the proposal (both the proposed increase and the intention to apply differential rates). Costs have increased and even with savings measures it is reasonable to assume that City services will cost more to deliver. I also support differential rates, recognising that the City has significant commercial premises. While I would support looking at the differential rate for vacant residential properties, I would not support it for commercial properties.
Continued increases without improvement to service provision and effective, efficient spending habits. There are multiple means available to reduce costs, such as not requiring more than one staff member to remotely monitor car parks. We continue to see consultations and effort wasted on the development of Edgewater Quarry, but no progress. The parklands in Kinross are mediocre at best. Our tree canopies in suburban areas continue to diminish, and there are no tree or greening initiatives, such as free plant days, as seen in other Cities. COJ's attempts only include verge trees composed of a limited selection. We continue to see less for more and it's getting ridiculous.
Given the financial difficulties encountered by most residents, the differential rates should be kept to a minimum increase. Vacant lots (especially those that do not clear the lot by a given date) and commercial areas should be charged more.
I wish to oppose the proposed increase in my rates. The recent rate rise had significant impact on our family budget. Another increase would be even more detrimental. We, as a community, are moving into a difficult time with so many costs increasing, and I expect our elected Council to reduce the forward budget to account for this. All areas of society are having to amend spending, and I expect the same from our Council. The Council should review spending to look for areas to increase efficiencies.
Seems reasonable. I like the idea of a greater rate-in-the-dollar for vacant property. This principle should be applied to unimproved values and not just gross rental values. Appendix 21 refers to non-rate sources of funding. A high-level overview of those non-rate sources would have been helpful.

* Note: Words that may identify respondents or contain offensive language have been removed and replaced with square brackets, i.e. [- - -]. Minor alterations have been made to spelling/grammar to enhance readability.

I like differential rates. I would like to see an additional consideration introduced to help alleviate the current shortage of rental accommodation and make more residential properties available to the rental market. I would like to see the City of Joondalup provide a rate-based incentive for owners to make their properties available as long-term housing rental accommodation by charging a higher rate to those who choose instead to make their residential properties available as short stay accommodation (eg Airbnb). If a property can be vacant to rent for multiple short-term stays, it is likely possible that it could house a family, instead of just providing a non-regulated place for people (who already have a home) to take a holiday. Business to established accommodation venues would increase again. Short stay accommodation seems to dodge regulatory safeguards and earns the landlord an income in a very different way to renting the property longer term. I think the City of Joondalup has the opportunity to make a difference for the better.
I support the differential rates proposal as listed. I particularly support a high rate on vacant property. While we must be cautious in a rule of law democracy not to infringe on property rights, it is a disgrace that we have so many vacant residential properties, yet so many homeless people. I do appreciate that homelessness is a complex issue, not simply supply and demand of property, but the local government should play its part in incentivising the right behaviours.
Agree to the format. If the rate increase is about 3.5%, that is a lot, but reasonable under the circumstances.

APPENDIX 1 — Email to resident/ratepayer groups

From: Consultation
Sent: Thursday, 25 May 2023 9:50 AM
To:
Subject: Community Consultation: Intention to Levy Differential Rates

Dear [redacted]

In accordance with Section 6.36 of the *Local Government Act 1995*, the City of Joondalup gives notice of its intention to impose differential rates on rateable property in the 2023/24 financial year.

A description of the proposal, including the objects and reasons, is available on the City's website.

If you would like to provide a submission on behalf of [redacted] please complete the Online Submission Form, or send written feedback via email, or via post to:

City of Joondalup
PO Box 21
Joondalup WA 6919

Individual community members are also welcome to provide submissions and the City would appreciate you sharing the consultation information with your members and networks.

All submissions must be received by **Thursday 15 June 2023**. For further information, please contact the City on **9400 4000** or **info@joondalup.wa.gov.au**

Kind regards,

City of Joondalup

Tel 08 9400 4000
info@joondalup.wa.gov.au

City of Joondalup
A Global City: Bold | Creative | Prosperous

The City of Joondalup acknowledges the Traditional Custodians of this land, the Whadjuk people of the Noongar nation. We recognise the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. We pay our respects to Elders past, present, and emerging, as well as all Aboriginal and Torres Strait Islander peoples.

The information contained in this communication may be confidential or commercially sensitive. If you are not the intended recipient you must not copy this communication, disclose its contents to any other party, or take any action in reliance on it. Please delete and destroy all copies and immediately notify the sender on 9400 4360 or by reply email.

APPENDIX 2 — Description of the Proposal (Including Objects and Reasons)

City of Joondalup

Intention to Levy Differential Rates 2023/24

Description of proposal (including objects and reasons)

Introduction

Each year, local governments in Western Australia prepare budgets which must be adopted by their respective councils. The aim of these Annual Budgets is to provide for sufficient funds to deliver services and key infrastructure for the community.

After taking into account other revenue streams, such as grants and subsidies, contributions, fees and charges, etc., local governments levy rates on rateable land to make up the budget shortfall.

Under the Act, local governments can choose to set these rates either **uniformly** or **differentially**. A uniform rate-in-the-dollar is one that is applied to all ratepayers equally, whereas a differential rate-in-the-dollar is applied at different levels according to prescribed categories (such as residential, commercial, industrial, etc).

At the City of Joondalup, differential rating has been applied since 2008/09. For 2023/24, the City is proposing to again levy differential rates.

This document has been prepared to provide a basic outline of what differential rates are, the reasons why the City is proposing differential rates, and what the proposed rates are for 2023/24.

It is a requirement of the Act that the City must advertise the "objects and reasons" for each proposed rate and minimum payment; this document is intended to serve this purpose.

How rates charges are calculated

In Western Australia, the rating process is prescribed in the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. Rates charges for properties are calculated using the following formula:

valuation x rate-in-the-dollar

The **valuation** is determined externally by the Valuer General and calculated using either an **unimproved value** or a **gross rental value**.

An unimproved value is established by reference to the land market and is generally only used in rural and semi-rural fringe urban areas. A gross rental value refers to the gross annual rental that the land might reasonably be expected to raise if let on a tenancy from year to year. Almost all properties in the City of Joondalup are valued using the gross rental value. A property's gross rental value or unimproved value is stated on the annual Rates Notice.

The **rate-in-the-dollar** is set by each local government and is determined by the rates revenue required in the Annual Budget. Local governments can choose to set these rates either **uniformly** or **differentially**.

A uniform rate-in-the-dollar is one that is applied to all rateable properties equally, whereas a differential rate-in-the-dollar is applied at a different level according to defined property categories. Under the *Local Government Act 1995*, rating can be differentiated by:

- the purpose for which the land is zoned
- the purpose for which the land is held or used
- whether or not the land is vacant
- a combination of the above.

Local governments can also set a differential **minimum payment** each year. The purpose of a minimum payment is to ensure that all ratepayers contribute a base or minimum amount as rates.

Differential rates proposal for 2023/24

For 2023/24, the City is proposing to levy differential rates according to the categories listed in the following table. A differential rate-in-the-dollar is proposed for all rateable land within the City according to the predominant purpose for which that land is being held or used, and whether or not the land has any improvements.

Specifically, properties valued using gross rental values have been categorised as either: **Residential**, covering all properties used predominantly as single or multiple dwellings; **Commercial**, covering all properties used for business and commercial purposes; or **Industrial**, covering all properties engaged in light industrial and/or manufacturing activities.

City of Joondalup | Boas Avenue Joondalup WA 6027 | PO Box 21 Joondalup WA 6919 | T: 9400 4000 F: 9300 1383 | **joondalup.wa.gov.au**

11696 – LAST UPDATED MAY 2023

Properties have then been further categorised as either **Improved** or **Vacant**, with an improved property being one where improvements have been added (such as a house).

The difference in rate charges for vacant land is to ensure that income is obtained fairly from vacant land, to incentivise development of the land and to discourage land banking for future sale.

Commercial and industrial sectors generate higher traffic volumes and heavier loads, which is recognised in the differential rate applied.

Rural areas have much lower rates than residential or commercial properties because these rates are calculated using the unimproved values.

Category of property	Cents in the dollar	Minimum payment
General rate — gross rental value		
Residential improved	5.3496¢	$ 877.00
Residential vacant	10.3964¢	$ 959.00
Commercial improved	7.0334¢	$ 959.00
Commercial vacant	10.3964¢	$ 959.00
Industrial improved	6.3731¢	$ 959.00
Industrial vacant	10.3964¢	$ 959.00
General rate — unimproved value		
Residential	1.0709¢	$ 938.00
Rural	1.0691¢	$ 938.00

The proposed minimum payment for 2023/24 is set at $877 for residential properties. Where properties calculated rate charges are less than $877, the minimum payment would be applied.

Concessions

Note that the proposed differential rates do not include the concessions that certain members of the community may be entitled to. All statutory entitlements in relation to rates for seniors, pensioners and any other concession holders are applied to individual rates notices, after the relevant differential rate has been applied to the properties in question.

Specified area rates

Property owners in Harbour Rise, Iluka, Woodvale Waters and Burns Beach are subject to an area-specific landscaping rate which is used to provide additional landscaping and park services.

Submissions

The City is inviting all members of the community to provide feedback on the City's intention to levy differential rates. Consultation with ratepayers and electors is mandated under Section 6.36 of the *Local Government Act 1995*.

Consultation is open for comments in respect of the rates and minimum payments proposed for the differential rating categories only.

Interested community members can submit their feedback through an Online Submission Form available via the Community Consultation section of the City's website at **joondalup.wa.gov.au**. Responses are limited to one per person.

Alternatively, feedback can be provided in writing to the City via email to **info@joondalup.wa.gov.au** or via post to:

City of Joondalup
PO Box 21
Joondalup WA 6919

Submissions must be received by **Thursday 15 June 2023**.

After the close of the consultation period, the City will consider all feedback received and prepare a report for the Council on the outcomes. The outcomes will also be made available via the Community Consultation section of the City's website.

For further information, please contact the City on **9400 4000** or email **info@joondalup.wa.gov.au**

APPENDIX 3 — Online Submission Form (page 1)

Exit

City of Joondalup

Intention to Levy Differential Rates

Online Submission Form

In accordance with Section 6.36 of the *Local Government Act 1995*, the City of Joondalup gives notice of its intention to impose differential rates on rateable property in the City of Joondalup in the 2023/24 financial year.

A description of the proposal, including the objects and reasons, is available on the City of Joondalup website.

If you have any questions on the proposal, please contact the City on 9400 4000 or via email.

City of Joondalup | 90 Boas Avenue Joondalup WA 6027 | PO Box 21 Joondalup WA 6919
T: 9400 4000 F: 9300 1383 | joondalup.wa.gov.au | info@joondalup.wa.gov.au

NEXT

(page 2)

Exit

Intention to Levy Differential Rates

Online Comment Form

* Your contact details:

Please note that for your feedback to be validated, your full contact details must be provided. This information will be treated as confidential and will not be published in any document or report on the outcomes of the consultation.

Only one submission per person will be accepted.

Name:

Address:

Suburb:

Postcode:

Phone:

Email:

City of Joondalup | 90 Boas Avenue Joondalup WA 6027 | PO Box 21 Joondalup WA 6919
T: 9400 4000 F: 9300 1383 | joondalup.wa.gov.au | info@joondalup.wa.gov.au

PREV NEXT

(page 3)

Exit

Intention to Levy Differential Rates

Online Comment Form

Your submission:

Please provide your feedback on the City's proposal to levy differential rates in 2023/24:

City of Joondalup | 90 Boas Avenue Joondalup WA 6027 | PO Box 21 Joondalup WA 6919
T: 9400 4000 F: 9300 1383 | joondalup.wa.gov.au | info@joondalup.wa.gov.au

PREV NEXT

(page 4)

Exit

Intention to Levy Differential Rates

Online Comment Form

Request to be informed:

Community consultation assists Council in deliberating and then making decisions on certain matters. The analysis from this consultation will be provided to Council to assist them in their decision-making role first at a Briefing Session and then at a Council meeting. Deputations can be made at Briefing Sessions by appointment and questions and public statements can be presented at Council meetings.

☐ I would like to be informed via email when this consultation will be presented at a Briefing Session and Council meeting
Please ensure your email address is provided above

City of Joondalup Community Engagement Network eNewsletter:
The Community Engagement Network eNewsletter is an online newsletter for community members who want to keep up to date on community consultation activities in the City of Joondalup. If you are interested in subscribing, visit the City's website at joondalup.wa.gov.au

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PREV NEXT

(page 5)

Exit

City of Joondalup

Intention to Levy Differential Rates

Online Comment Form

Thank you for your submission. Press the SUBMIT FORM button to finalise.

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T: 9400 4000 F: 9300 1383 | joondalup.wa.gov.au | info@joondalup.wa.gov.au

PREV SUBMIT FORM

APPENDIX 4 — Public Notice webpage linked through the "Community Consultation" section of the City's website visible from 25 May 2023 to 15 June 2023

City of Joondalup

For Residents | For Business | For Visitors

Home / Organisation and Council / Community Consultation / Public Notice — Intention to Levy Differential Rates

Public Notice — Intention to Levy Differential Rates

Categories: Community Consultation

Published on 25/05/2023

In accordance with Section 6.36 of the *Local Government Act 1995*, the City of Joondalup gives notice of its intention to impose differential rates on rateable property in the City of Joondalup in the 2023/24 financial year.

Details of the proposed differential rates and a description of the proposal, including the objects and reasons, are available below.

Submissions can be made online through the Online Submission Form, or in writing via email or via post to:
City of Joondalup
PO Box 21
Joondalup WA 6919

ONLINE SUBMISSION FORM

Submissions accepted: Thursday 25 May 2023 — Thursday 15 June 2023

Documents and Downloads

- Description of proposal (including objects and reasons) (pdf 71 KB)
- Council meeting 23 May 2023 item CJ085-0523 Attachment 1 (pdf 663 KB)

Main Number - Customer Care
9400 4000
info@joondalup.wa.gov.au

Related Online Services

- Community Engagement Network

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Something wrong with this page?

APPENDIX 5 — Council meeting 23 May 20223 item CJ085-0523 Attachment 1 (page 1)

City of Joondalup

ADDENDUM APPENDICES FOR AGENDA FOR ORDINARY COUNCIL MEETING 23 MAY 2023

ITEM NO.	TITLE	APPENDIX NO.	STAMPED PAGE NO.
CJ085-05/23	PROPOSAL FOR LEVYING DIFFERENTIAL RATES FOR THE 2023-24 FINANCIAL YEAR	21	1

OBJECTS OF AND REASONS FOR PROPOSED DIFFERENTIAL RATES FOR THE 2023-24 FINANCIAL YEAR

GROSS RENTAL VALUES:

OBJECT

The cents in the dollar ($) for the various differential rates are calculated to provide the shortfall in income required to enable the City to provide necessary works and services in the 2023-24 Financial Year after taking into account all non-rate sources of funding.

REASONS

Residential Improved – the cents in the $ of 5.3496 has been set to ensure that the proportion of total rate revenue derived from residential property remains consistent with previous years.

Residential Vacant – the cents in the $ of 10.3964 has been set to ensure that the proportion of total rate revenue derived from residential property remains consistent with previous years and is higher than residential improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.

Commercial Improved – the cents in the $ of 7.0334 has been set to ensure that the proportion of total rate revenue derived from commercial property remains consistent with previous years and recognises the higher demand on City infrastructure and services from the activity on commercial property.

Commercial Vacant – the cents in the $ of 10.3964 has been set to ensure that the proportion of total rate revenue derived from commercial property remains consistent with previous years and is higher than commercial improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.

Industrial Improved - the cents in the $ of 6.3731 has been set to ensure that the proportion of total rate revenue derived from industrial property remains consistent with previous years and recognises the higher demand on City infrastructure and services from the activity on industrial property.

Industrial Vacant – the cents in the $ of 10.3964 has been set to ensure that the proportion of total rate revenue derived from industrial property remains consistent with previous years and is higher than industrial improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.

UNIMPROVED VALUES:

OBJECT

The cents in the dollar ($) are calculated to provide the shortfall in income required to enable the City to provide necessary works and services in the 2023-24 Financial Year after taking into account all non-rate sources of funding.

REASON

Residential – the cents in the $ of 1.0709 has been set to ensure that the proportion of total rate revenue derived from residential property remains consistent with previous years.

Rural – the cents in the $ of 1.0691 has been set to ensure that the proportion of total rate revenue derived from rural property remains consistent with previous years.

MINIMUM PAYMENT:

A minimum payment of $877 is applied to Gross Rental Valued residential improved categories in recognition that every property receives some minimum level of benefit from works and services provided.

A minimum payment of $959 is applied to Gross Rental Valued commercial and industrial improved rate categories and Gross Rental Valued residential, commercial and industrial vacant rate categories in recognition that every property receives some minimum level of benefit from works and services provided.

A minimum payment of $938 is applied to Unimproved Valued residential and rural rate categories in recognition that every property receives some minimum level of benefit from works and services provided.

APPENDIX 6 — Community Engagement eNewsletter (distributed 25 May 2023)

Community Engagement Network

City of Joondalup

Thursday 25 May 2023

Dear Chloe

View the latest community engagement opportunities

Prince Regent Park — Proposed toilet and change room refurbishment

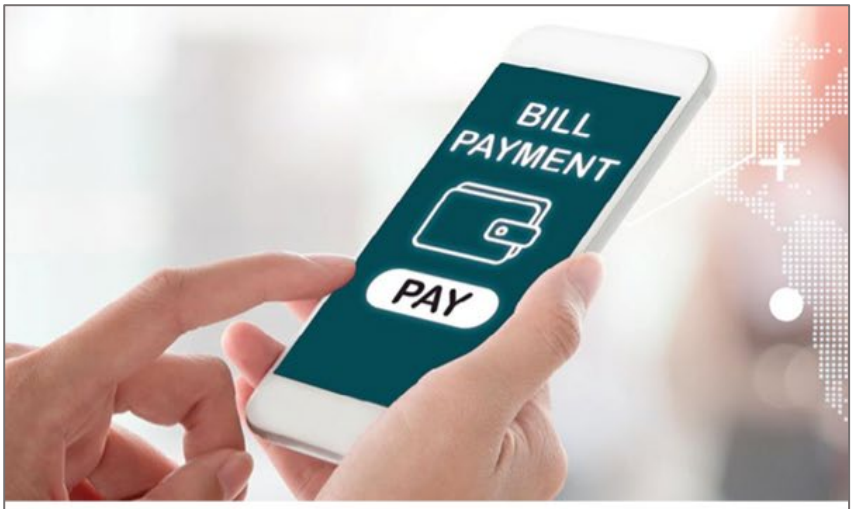
The City of Joondalup is seeking community feedback on a proposal to refurbish the toilet and change rooms at Prince Regent Park.

For a detailed description of the proposed refurbishment and the Online Comment Form, click the "Have your say" button.

Nominations accepted: Thursday 25 May 2023 — Thursday 15 June 2023

Have your say

(continues)



Intention to Levy Differential Rates

In accordance with Section 6.36 of the *Local Government Act 1995*, the City of Joondalup gives notice of its intention to impose differential rates on rateable property in the 2023/24 financial year.

To view a description of the proposal (including the objects and reasons), click the "Have your say" button.

Nominations accepted: Thursday 25 May 2023 — Thursday 15 June 2023

Have your say

Keep up to date via social media:

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90 Boas Ave Joondalup WA 6027
joondalup.wa.gov.au | 08 9400 4000

The City of Joondalup acknowledges the Traditional Custodians of this land, the Whadjuk people of the Noongar nation. We recognise the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. We pay our respects to Elders past, present, and emerging, as well as all Aboriginal and Torres Strait Islander peoples.

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APPENDIX 7 — Public Notice eNewsletter (distributed 25 May 2023)

Public Notice

City of Joondalup

Dear Chloe

View the latest public notice

Notification: Intention to Levy Differential Rates

In accordance with Section 6.36 of the *Local Government Act 1995*, the City of Joondalup gives notice of its intention to impose differential rates on rateable property in the City of Joondalup in the 2023/24 financial year.

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Category of property	Cents in the dollar	Minimum payment
General rate — gross rental value		
Residential improved	5.3496¢	$ 877.00
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Commercial vacant	10.3964¢	$ 959.00
Industrial improved	6.3731¢	$ 959.00
Industrial vacant	10.3964¢	$ 959.00
General rate — unimproved value		
Residential	1.0709¢	$ 938.00
Rural	1.0709¢	$ 938.00

To view a description of the proposal (including the objects and reasons), click the 'Have your say' button below.

(continues)

Submissions can be made online through the Online Submission Form, or in writing via email or via post to:

City of Joondalup
PO Box 21
Joondalup WA 6919

Submissions accepted: Thursday 25 May 2023 — Thursday 15 June 2023

Have your say

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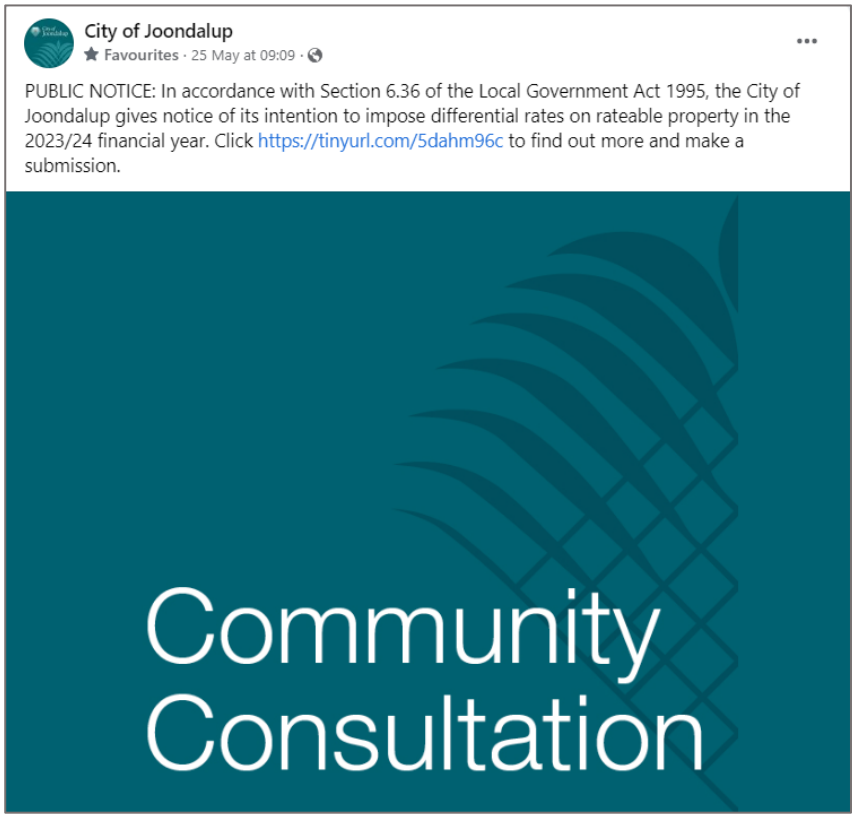
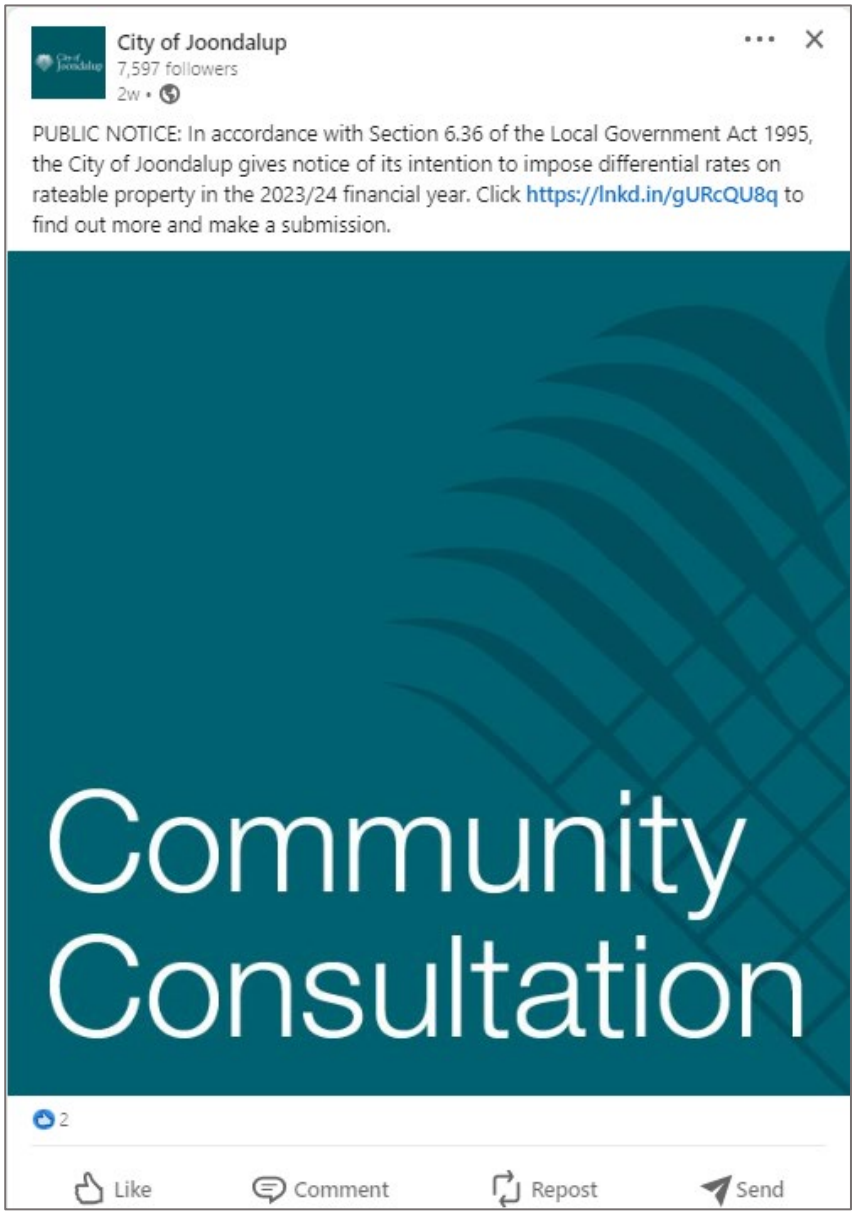
APPENDIX 8 — Public notice post on Facebook (25 May 2023)



APPENDIX 9 — Public notice post on LinkedIn (1 June 2023)



APPENDIX 10 — Public notice advert in *PerthNow* community newspaper (published 1 June 2023, page 11)

perth now
Thursday, June 1, 2023

Liam Ryan and Dom Sheed at the new Rebel Sport. Picture: Andrew Ritchie

Eagles on hand for grand Rebel opening

EXCLUSIVE CHRISTOPHER TAN

Two West Coast Eagles with a special grand final connection played another role in creating history by helping open Australia's newest and now largest Rebel store in Joondalup.

Alongside premiership pair Dom Sheed and Liam Ryan were Perth Scorchers cricket stars Cooper Connolly and Taneale Peschel, and Joondalup Wolves NBL1 players at Lakeside Joondalup Shopping City to meet and greet fans last Thursday.

"I think there are a few kids in here today trying to buy a bit more than what their parents budgeted for, but it's good to see so many keen, young and energetic kids looking at playing sport," Sheed said.

The sport retailer was able to expand into a big space at Joondalup after WA-owned Farmer Jack's closed at the end of July last year.

At 2907sqm, Rebel's reopening in Joondalup marks the largest Rebel store in Australia — ahead of Melbourne's Highpoint Shopping Centre.

Sheed, who knows a thing or two about getting one over a Victorian counterpart after kicking the 2018 premiership winning goal against Collingwood following a pass from Ryan, described the new store as a welcome asset.

"My advice to kids is to just try as many things as possible," he said.

"Pick something up and have a go until you find a sport you love."

The new-look Rebel store in Perth's north offers a "try it before you buy" football and basketball experience, as seen in its Karrinyup store.

A custom shirt print and a state-of-the-art FIFA play station is also incorporated.

Lakeside Joondalup centre manager Gemma Hannigan said the relocated outlet took nine months to build.

Hospital project approved

CHRISTOPHER TAN

State planners have approved a $77 million seven-storey day surgery ward at Joondalup Health Campus.

The Metro Outer Joint Development Assessment Panel voted unanimously on Monday and agreed the addition to JHC was to be integrated within the existing private hospital.

Joondalup councillor Tom McLean welcomed the expansion and said it was much-needed for the growth of the local area.

"I think it's an important facility in the City of Joondalup and I am sure the council welcomes this expansion," he said.

The plan to facilitate the relocation and expansion of the day surgery ward means 260 existing visitor parking bays will be removed and replaced by 98 bays for staff within the basement of the new building.

City of Joondalup officers said sufficient parking remained on site with the recently constructed multi-storey carpark containing 760 bays, a total of 2242 public bays across the entire health campus.

"That TIA looked at the traffic impacts of the full staging of redevelopment," the city's planning services manager Catherine Temple said. "That was reviewed by our traffic engineers here at the city who concluded that the current road network is quite capable of accommodating those vehicle movements."

As part of the new day surgery unit, the ground floor will be a 'shell' that allows for a future fit-out of services as required.

The first floor comprises theatres and day surgery recovery areas; floors two, three and four 82 patient beds; and floor five contains plant services.

The new day surgery unit is part of Ramsay Health Care's plan to keep up with increased demand on health services within the area.

City of Joondalup

Public Notice
Intention to Levy Differential Rates

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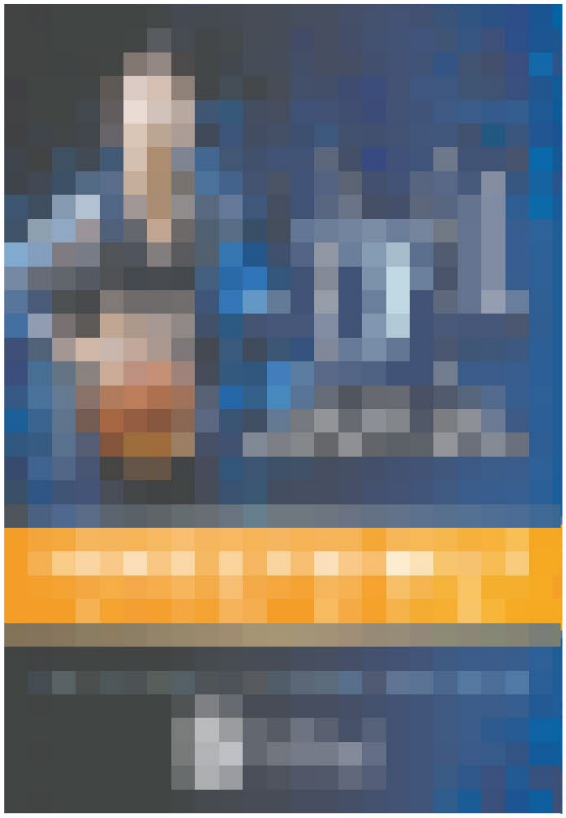
Chief Executive Officer
City of Joondalup
PO Box 21 Joondalup WA 6919

Submissions accepted:
Thursday 25 May 2023 – Thursday 15 June 2023.

James Pearson
Chief Executive Officer



Joondalup

APPENDIX 11 — Public Notice advert in *PerthNow* community newspaper (published 8 June 2023, page 12)

Boaties in distress warned about radio shake-up

Sea rescue revamp

CHRISTOPHER TAN

One of the largest volunteer-run sea rescue groups in WA is changing the way it runs its rescue operation from July 1.

In 2021, the State Government announced that to enhance safety, the distance offshore at which registrable vessels are required to carry an approved radio will reduce to four nautical miles — and the less reliable 27MHz marine radios will be phased out over five years in favour of HF or VHF radios.

Marine Rescue Whitfords commander Bob Jacobs said that given this change and the fact that there are very few calls on 27MHz these days, the rescue organisation will cease its 27Mhz watch from the second half of this year.

"These days most boats are equipped with the superior marine VHF radios which give far better reception and are monitored 24/7," he said.

"You need an operator's certificate to operate a marine VHF radio legally. To assist boaties who need to make the transition, we are offering a reduced-price package that includes the radio operators certificate course and a year's subscription to their radio network.

"The saving on this package is $125. The operator's certificate is the internationally recognised short range operator's certificate of proficiency. The Marine Rescue Whitfords radio network provides added security for boaties by recording details of the vessel, the owner, important contacts and phone numbers." But there are other important changes introduced by MRW as part of the ongoing 24/7 safety service for boaties.

A new radio over the internet system is being trialled and the group has introduced a system using the phone for after-hours contact. This will allow for the log-on and log-off service to be provided by more volunteers — spreading the workload and ensuring continuity.

Full radio and telephone coverage will be maintained during daylight hours and will extend to special events that start early or finish late.

Between 7am and 6pm the normal radio service applies using channel 77 or 81 if you are out west of Rottnest. After 6pm and through to 7am the boatie can call on 9401 3757. In any emergency, channel 16 should be used to make a mayday or pan pan call. WA Police monitor the emergency channel 24/7.

Marangaroo trees to stay

CHRISTOPHER TAN

Residents in Marangaroo have failed to get street trees removed for what they claim as "nuisance by way of leaf and branch litter".

Earlier this year the City of Wanneroo received a petition signed by four people, requesting the City remove the pair of verge trees located at 9 Milstead Way and another on the boundary of 11 Milstead Way.

They asked the City to consider removing mature trees eucalyptus nicholii and corymbia citodora to avoid further damage by driveway upheaval and branches falling on the roof titles at the properties.

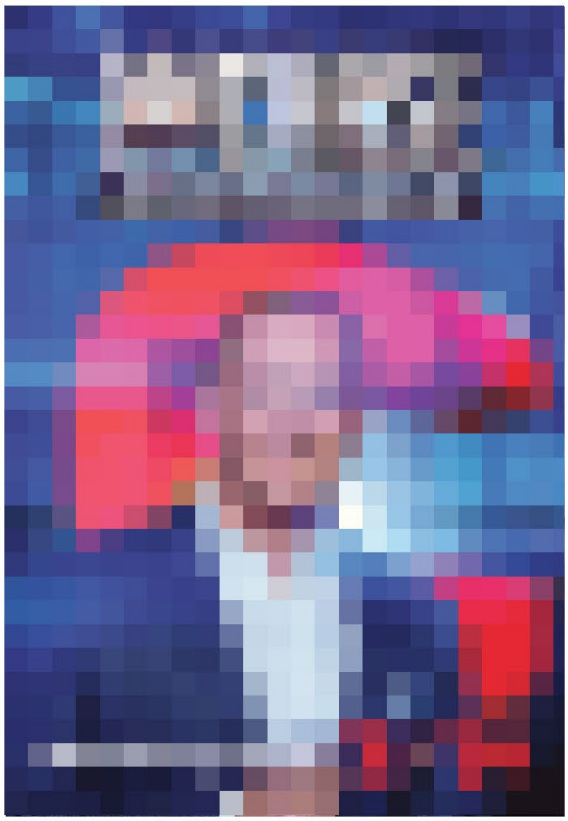
"Should the council fail to action, we ask council to accept liability and compensation for any further damage occasioned by root upheaval and failing branches from both trees that damage any portion of the ratepayers properties," the petition said.

At the City of Wanneroo's May meeting, councillors voted unanimously against removing the trees.

In comment , the City said the two mature, healthy trees had been managed to date in accordance with the City's street tree policy and did not meet the criteria for removal.

"Removing these two large healthy street trees can also have negative social and economic consequences," it said. "It can reduce property values, and lead to an increase in air and noise pollution."

Requests to work on or remove the trees date back to 2013.



Joondalup

City of Joondalup

Public Notice
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Chief Executive Officer
City of Joondalup
PO Box 21 Joondalup WA 6919

Submissions accepted:
Thursday 25 May 2023 – Thursday 15 June 2023.

James Pearson
Chief Executive Officer

APPENDIX 12 — Response from Edgewater Community Residents Association

Note: This stakeholder provided feedback via the Online Submission Form.

Please provide your feedback on the City's proposal to levy differential rates in 2023/24:
The business model of local government is one where the executives' renumeration is inherently linked to how much they spend, rather than how well they service the community which pays their salaries. So, there is no incentive to reduce rates, rather there is a compelling self-interest to raise them. Those developing the budget are from the start, conflicted, save money for the community and risk smaller salary increases for themselves. This is diametrically opposed to the ratepayer's experience. The more the local government charges, the less discretionary spending we have for our families. Unfortunately, until the economic model of local government changes there will be no change. The ratepayers need and deserve the City staff to be paid on the basis of delivery of what the community wants, appropriate quality, delivered with cost efficiency. Please consider the ability to pay when upping the rates every year, without fail. Our community is hurting, families are struggling, mortgage rates have increased significantly over the last 12 months, as has inflation and the price of just about everything. Families are having to choose between feeding their kids and paying increased prices for kids' sport and activities, thanks to the new Facilities Hire Policy. Just speak to the food banks, they are under huge pressure from increased need in the community. Working poor are living in cars, or couch surfing, unable to afford the increased rents. Every time the Council increases its budget and drives up the rates invoices, that increase is carried forward into the next year and every year after. It feels like the City determines how much it thinks it can get away with before considering does it really need to increase the rates. It is time to consider that the average family can't just accept this never-ending cycle of rate increases. We know the costs for the city have gone up, wages for middle management staff being one area of concern, but perhaps it is time for the City to reconsider expenditure like families are doing and become far more fiscally responsible. WALGA recently published an Economic Update paper: "Key Economic Drivers Impacting Local Government Budgets this Year". It highlighted the increased costs of strong demand within the construction industry and the impact on budgets. It advised that the next 3 years is an expensive time to build. This may be an area in which the City could put off spending, and possibly save substantial amounts of money, thereby reducing the burden on the community. After all we saw the redevelopment of Chichester blow out by ~20% due to construction cost increases during COVID. As you prepare the budget, it is more essential than ever that you get the basics right. You need to look for efficiencies and ways to lower your costs. It's time to trim the budget to look at what is truly necessary and leave out the grand schemes, the waste, and nice-to-haves until better times. Do staff really need a large catered lunch? Is the free tourist bus truly beneficial to the overall economy of the City? Give families a break, they really need it. Please reconsider the increase in differential rates.

APPENDIX 13 — Submission from Marmion, Sorrento, Duncraig Progress & Ratepayers Association

Marmion
Sorrento
Duncraig
PROGRESS & RATEPAYERS ASSOCIATION INC
SERVING THE COMMUNITY SINCE 1958

City of Joondalup

Community Consultation: Intention to Levy Differential Rates -2023-24

The Marmion, Sorrento, Duncraig Progress and Ratepayer Association (Association) submits for consideration by the City of Joondalup a proposal for change in respect to the rating of Non-Hosted Short-Stay Accommodation properties.

There is an evolving and growing trend, particularly in coastal suburbs (Marmion and Sorrento), of residential properties being used for non-hosted short stay accommodation, as a means to generating additional income for the owners. This is clearly different from long-stay rental accommodation which, is residential based rather than visitor / tourist based.

The City already has a "Short -term Accommodation Local Planning Policy" which requires owners to register a Management Plan for such activities. While the main purpose of this LPP is to ensure that the short-stay accommodation activity does not compromise the amenity of residential areas or nearby neighbours, it also does recognise an element of commercialisation in regard to such enterprises.

As the City has a record of these properties, in the form of a Register (as required under the Short-term Accommodation LPP), the Association is advocating that the City should consider rating these properties under the category of "Commercial Improved" not "Residential Improved."

Accordingly, the Association requests the City of Joondalup to consider rating these Non-Hosted Short-stay Accommodation businesses as "Commercial Improved " properties, in 2023-24, to cover any administrative costs associated with the LPP and use of the City's staff and resources in managing compliance issues impacting on residential amenity that, may arise from the operation of these businesses.

[redacted]

SECRETARY, MARMION SORRENTO DUNCRAIG PROGRESS & RATEPAYER ASSOCIATION

13 June 2023

Mayor and Councillors

• **Albert Jacob, JP**	**Mayor**
• **Adrian Hill** • **Tom McLean, JP**	**North Ward**
• **Nige Jones** • **Daniel Kingston**	**North-Central Ward**
• **Christopher May** • **Russell Poliwka**	**Central Ward**
• **Christine Hamilton-Prime, JP** • **John Raftis**	**South-West Ward**
• **John Chester** • **John Logan**	**South-East Ward**
• **Russ Fishwick, JP** • **Suzanne Thompson**	**South Ward**

Executive Staff

Chief Executive Officer – James Pearson
Director Corporate Services – Mat Humfrey
Director Infrastructure Services – Nico Claassen
Director Planning and Community Development – Chris Leigh
Director Governance and Strategy – Jamie Parry

Budget Statement

We hereby certify that Council at its meeting held on Tuesday 27 June 2023 adopted the 2023-24 Budget for the City of Joondalup.

JAMES PEARSON
Chief Executive Officer

Hon ALBERT JACOB JP
Mayor

CITY OF JOONDALUP

2023-24 BUDGET SUMMARY

EXECUTIVE REPORT

1) EXECUTIVE SUMMARY 3
2) INTRODUCTION 4
3) BUDGET OVERVIEW 4
4) EXPENDITURE 5
5) REVENUE 8
6) EXPENDITURE AND SOURCES OF FUNDS 9
7) RESERVE ACCOUNTS 10
8) BORROWINGS 10
9) CONCLUSION 11

1) Executive Summary

For a number of years, the City of Joondalup has been able to deliver modest rate increases as well as a significant reduction in rates revenue in 2020-21 whilst still being able to deliver services and provide facilities that have consistently met the expectations of residents. This has been achieved by prudent financial management.

The 2020-21 Budget incorporated significant and unprecedented measures taken to mitigate the then-expected economic impact of COVID-19 on the wider community, including the local economy. The main measure during 2020-21 was the reduction of rates revenue by $5.3 million. Rates revenue returned to 2019-20 levels in 2022-23. In 2023-24 an increase of 3.25% to rates revenue from 2022-23 is proposed.

The City's *Strategic Community Plan* has been reviewed and the City's 2023-24 Budget continues to deliver the vision of "A global City: bold, creative and prosperous". The City's draft *10 Year Strategic Financial Plan* guides the development of the 2023-24 Budget.

As has been the case since the 2008-09 financial year, differential rating will be applied for 2023-24. The differential rates proposed for residential, commercial and industrial property, both improved and unimproved, have been reviewed ensuring that the City is able to equitably spread the rates levy burden across the community.

The 2023-24 Budget general rate revenue will be $108.5 million excluding Specified Area Rates. Rates are the City's largest single, source of funds without which the City could not deliver many of its services, facilities or undertake planned works and projects.

The 2023-24 expenditure program includes a number of significant projects and programs including:

Hillary's Cycle Network Expansion	$3,450,000
Joondalup / Hodges Intersection Upgrade	$1,530,170
Joondalup Admin Roof Balustrades	$1,000,000
Civic Centre Slab Waterproofing	$950,000
Hepburn/Karuah Intersection Upgrade	$821,950
Warwick North Cluster Parks Revitalisation	$750,000
Sorrento SLSC Redevelopment	$732,880
Percy Doyle Skate Park	$713,050
Pinnaroo Point Parking Improvements	$670,072
Ocean Reef/Gwendoline Intersection Upgrade	$634,575
Hepburn/Amalfi Roundabout Improvements	$626,430

2) Introduction

The City of Joondalup is one of the larger local governments in Western Australia based on population.

The City has 17kms of stunning coastline stretching from Beach Road, Marmion in the south, to Burns Beach Road, Burns Beach in the north. Popular beaches with excellent facilities are located at Marmion, Sorrento, Hillarys, Pinnaroo, Whitfords, Mullaloo, Ocean Reef, Beaumaris and Burns Beach. Beachside leisure activities include boating, water skiing, snorkelling, fishing, windsurfing, animal exercise and dual use paths ideal for walking and cycling.

The City provides a wide range of community services and some of the best leisure and sporting facilities available, catering for junior and senior sporting and recreational pursuits.

The City's natural assets include the Yellagonga wetlands and the City works closely with the Department of Biodiversity, Conservation and Attractions, the City of Wanneroo and a variety of community groups to manage the natural assets of the region.

The City continues to work closely with regional stakeholders to develop cultural, educational and economic initiatives.

3) Budget Overview

The 2023-24 Budget has been prepared in accordance with the requirements of the *Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.*

The relevant Statutory Statements within this document, as contained in Attachment 2, are:

- Statement of Comprehensive Income by Nature or Type
- Statement of Comprehensive Income by Program[1]
- Statement of Cash Flows
- Rate Setting Statement
- Rating Information Statement

Additional supporting information is provided in Attachments 3 to 5.

In summary:

- Statement of Comprehensive Income shows a net result from operations (inclusive of capital revenue) of $8.9 million
- Capital Expenditure on projects, works and fleet amount to $45.9 million
- Net transfer from reserves during the budget year 2023-24 will be $6.2 million

[1] The *Statement of Comprehensive Income by Program* is not required by legislation; however, has been included as the information presented in it is still required to be included within the Annual Budget.

4) Expenditure

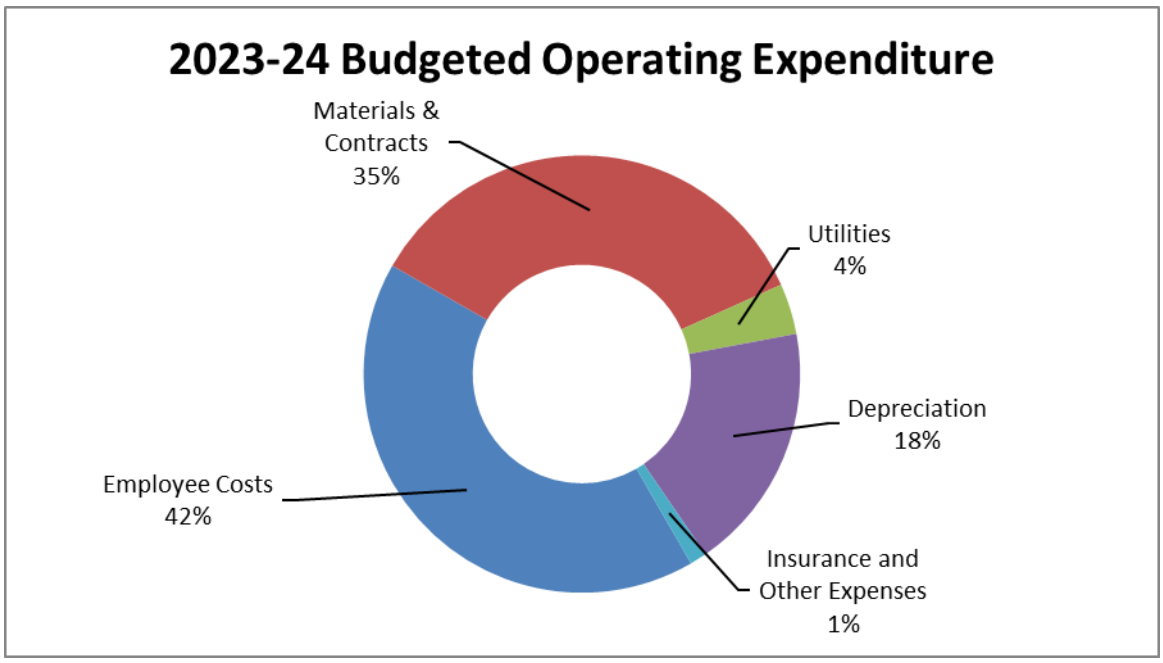
Expenditure is categorised into operating and capital and these are described further below.

Operating Expenditure

Operating expenditure including depreciation totals $168.5 million as shown below. Key movements generally reflect the City ensuring that it has the resources and capacity to deliver the services, facilities and works the community have identified in Joondalup 2032.

The City has worked hard to contain cost pressures in labour costs, materials and external contractors.

Operating Expenditure	2022-23 Estimated $	2023-24 Budget $
Employee Costs	67,730,722	70,074,610
Materials & Contracts	56,391,230	59,227,458
Utilities	5,869,654	6,321,613
Depreciation, Impairments and Write offs	30,744,163	30,945,170
Insurance and Other Expenses	2,003,371	2,102,013
Total Operating Expenditure	**162,739,140**	**168,670,864**

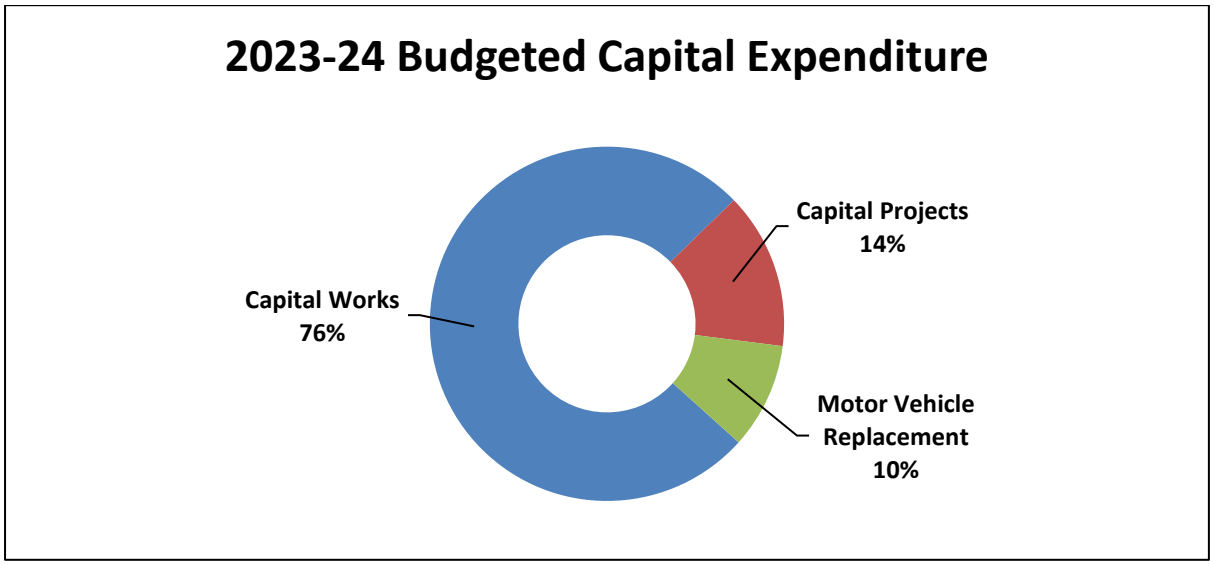


Capital Expenditure

Capital expenditure totals $45.9 million, the most significant component of which is the Capital Works program.

Capital expenditure is as follows: -

Capital Expenditure	**2023-24 Budget $**
Capital Works (refer more detailed break down below)	34,921,297
Capital Projects (refer more detailed break down below)	6,599,697
Fleet Replacement	4,432,000
Total Capital Expenditure	**45,952,994**



The 2023-24 Capital Works budget forms part of the Five Year Capital Works Program.

A breakdown of the 2023-24 Capital Works program is as follows:

Capital Works Program	**Budget 2023-24 $**
Major Projects Program	2,754,880
Road Preservation & Rehabilitation Program	8,602,604
New Paths and Path Replacement Program	4,511,000
Building Construction Works Program	3,540,000
Local Road Traffic Management and Blackspot Program	3,280,110
Parks Development Program	2,413,160
Streetscape Enhancement Program	1,130,000
Parks Equipment Program	2,543,908
Major Road Construction Program	2,489,513
Parking Facilities Program	1,080,072
Stormwater Drainage Program	505,000
Lighting Program	1,065,000
Foreshore & Natural Areas Management Program	1,006,050
Total Capital Works Program	**34,921,297**

A breakdown of the 2023-24 Capital Projects is as follows:

Capital Projects	**Budget 2023-24 $**
Ocean Reef Sea Sports Club Contribution	4,810,000
Public Art	362,049
Network Infrastructure Upgrade (Administration Building)	319,000
Craigie Leisure Centre Alfresco Dining Refurbishment	250,000
Library book purchases	216,104
Network Infrastructure Upgrade (Works Operations Centre)	167,000
CCTV Hardware Replacement Program	125,000
Customer Service Centralisation Project	96,000
Workshop Administration Relocation	60,000
Library periodical purchases	30,000
Body Composition Analyser	30,000
CCTV Whitfords West Park Underpass	30,000
Sound Level Meter Equipment	25,544
Corporate Printers Replacement	24,000
Currambine Community Centre Hardware Replacement	20,000
Purchase of Artworks	20,000
Commissioning for the City's Art Collection	15,000
Total Capital Projects – Other	**6,599,697**

5) Revenue

Revenue is categorised into operating and capital.

Operating Revenue

Operating revenue including profit on disposal of assets totals $167 million as shown below. Key elements include:

- Rates income increase from previous year
- Fees and charges reflecting the costs of providing the service and comparison to market rates where applicable

The City will continue to provide enhanced landscape maintenance in the existing Specified Area Rates areas in Harbour Rise, Iluka, Burns Beach and Woodvale Waters areas. Specified Area Rates are charged separately on properties in these areas for this purpose.

Operating Revenue	**2022-23 Estimated $**	**2023-24 Budget $**
Rates Including SAR's	105,517,858	109,230,755
Government Grants & Subsidies	2,070,836	6,993,740
Contributions, Reimbursements & Donations	1,488,762	1,376,535
Fees & Charges	41,636,031	42,791,930
Interest	5,870,944	5,761,204
Profit on Asset Disposal	156,088	432,738
Other Revenue	1,083,963	375,000
Total Operating Revenue	**157,824,482**	**166,961,902**

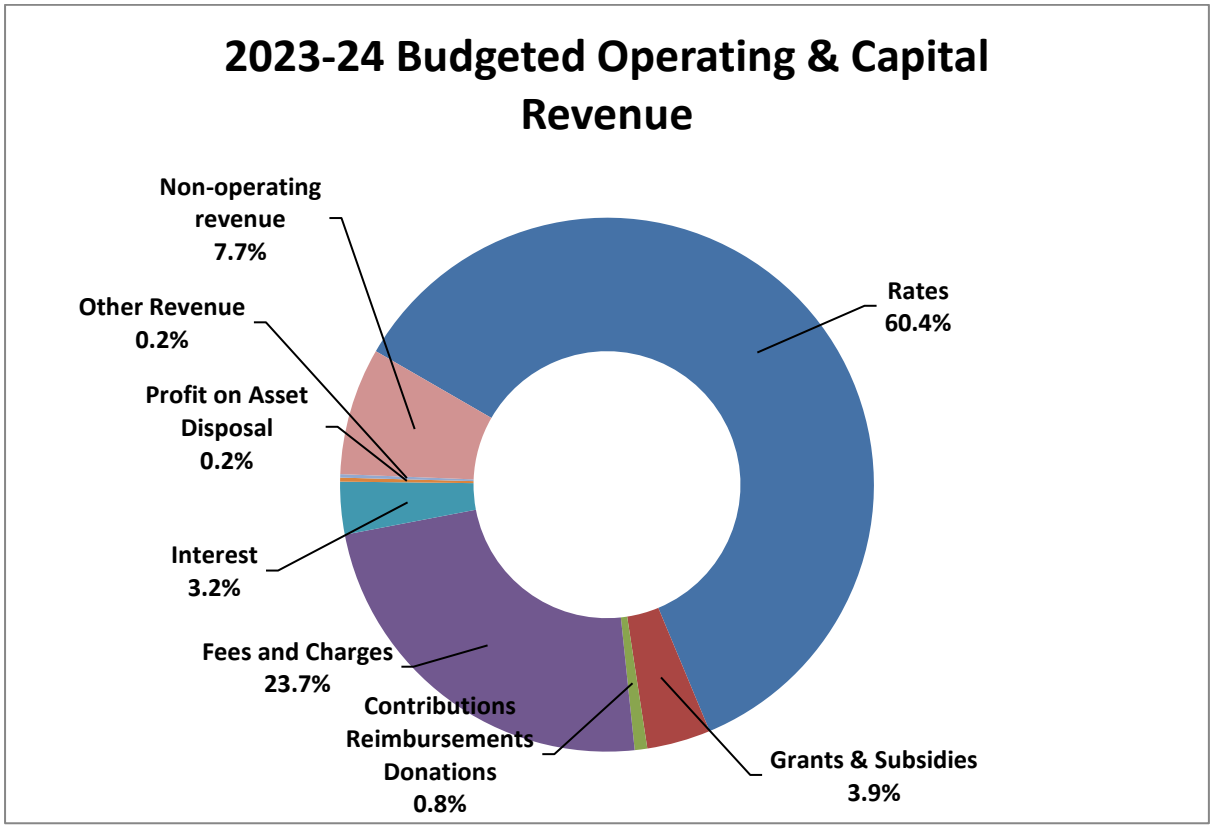
Capital Revenue

Capital revenue representing revenues directly related to the creation of capital assets totals $13.9 million as shown below.

Key elements include:

- $2.9 million for the Road Preservation & Rehabilitation Program
- $3.15 million for the Hillary's Cycle Network Expansion
- $2.3 million for the Blackspot Programs
- $3.33 million Equity Distribution from Tamala Park Regional Council

Capital Revenue	2022-23 Estimated $	2023-24 Budget $
Capital Grants & Subsidies for the Development of Assets	9,919,943	10,287,241
Capital Contributions	9,600	316,046
Equity Distributions and Movements	3,645,162	3,333,333
Total Capital Revenue	**13,574,705**	**13,936,620**



6) *Expenditure and Sources of Funds*

The 2023-24 expenditure and sources of funding are as follows:

Expenditure and Sources of Funds	2022-23 Estimated $	2023-24 Budget $
Expenditure		
Operating Expenditure	162,739,140	168,670,864
Less Depreciation	(30,744,163)	(30,945,170)
Less Loss on Disposal of Assets	(137,379)	(197,862)
Less Non-Current Movements	(100,000)	(100,000)
Plus Capital Expenditure	49,053,570	45,952,994
Plus Loan Repayment – Principal	909,513	935,712

Plus Payments of Principal Portion of Lease Liability	492,769	492,559
Total Expenditure	**182,213,450**	**184,809,097**
Sources of Funds		
Carry Forward Surplus from Previous Year	9,148,338	2,262,360
Rates	105,517,858	109,230,755
Government Grants & Subsidies	11,990,779	17,280,981
Contributions Reimbursements Donations	1,498,362	1,692,581
Fees & Charges	41,636,031	42,791,930
Interest and Other Revenue	6,954,908	6,136,204
Proceeds on Asset Disposal	520,955	908,750
Net Transfers from/(to) Reserves	3,448,245	6,206,105
Net Transfer from Trust	115,172	-
Equity Distribution	3,645,162	3,333,333
Total Sources of Funds	**184,475,810**	**189,842,999**
Net Surplus Carried Forward	**2,262,360**	**5,033,902**

For further details refer 2023-24 Rate Setting Statement (Attachment 2) and the Notes to and Forming Part of the Budget (Attachment 2).

7) Reserve Accounts

The City has established various reserve accounts to which monies are set aside at the discretion of the Council to fund future City requirements.

During the 2023-24 financial year the City will transfer a net $6.2 million from reserves including the following:

- $17.3 million will be drawn from reserves of which the major amounts are $12.7 million from the Asset Renewal Reserve, $3.0 million from the Strategic Asset Reserve, $0.2 million carried forward for operating, $1 million from the Parking Facility Reserve and $0.3 million from the Public Art Reserve.

- $11 million will be transferred to reserves of which $1 million into the Strategic Asset Reserve, $1.9 million into the Parking Facility Reserve, $1.9 million into the Waste Management Reserve, $4.4 million into the Tamala Park Land Sales Reserve, $0.2m into the Percy Doyle Infrastructure Reserve Fund, $0.8 million into the Asset Renewal Reserve, $0.8 million into Joondalup Performing Art and Cultural Facility Reserve and $0.1 million into the Non-Current Long Service Leave Reserve. These transfers include the contribution of funds and interest earned on the investment of reserve funds.

8) Borrowings

The City is not proposing any new borrowings during the 2023-24 financial year.

Existing borrowings will require principal and interest repayments of $935,712 and $56,770 respectively. Loan principal outstanding is expected to decrease from $1.9 million at 30 June

2023 to less than $1 million at 30 June 2024 where the full amount outstanding is for the Reid Promenade Multi Storey Car Park which is funded from paid parking revenue.

9) Conclusion

The City of Joondalup's 2023-24 Budget continues to be influenced by the prevailing economic environment with inflationary pressures impacting the City's costs. The City continues to maximise Federal and State grant opportunities when they present.

The City will strive to deliver on the 2023-24 Budget whilst maintaining alignment to the *City's Strategic Community Plan, Joondalup 2032*, to ensure the City is delivering on the vision of "A global City: bold, creative and prosperous" and will be guided by the City's Draft *10 Year Strategic Financial Plan*.

JAMES PEARSON	**MAT HUMFREY**
Chief Executive Officer	**Director Corporate Services**

ATTACHMENT 2

CITY OF JOONDALUP

BUDGET

FOR THE YEAR ENDED 30 JUNE 2024

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

CITY OF JOONDALUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
		$	$	$
Revenue				
Rates	1(a)	109,230,755	105,517,858	105,326,824
Operating grants, subsidies and contributions		8,370,275	3,559,598	3,035,033
Fees and charges	9	42,791,930	41,636,031	42,474,492
Interest earnings	11(a)	5,761,204	5,870,944	1,252,344
Other revenue	11(b)	375,000	1,083,963	362,000
		166,529,164	157,668,394	152,450,693
Expenses				
Employee costs		(70,074,610)	(67,730,722)	(68,399,625)
Materials and contracts		(59,227,458)	(56,391,230)	(56,458,391)
Utility charges		(6,321,613)	(5,869,654)	(5,949,026)
Depreciation on non-current assets	5	(30,945,170)	(30,744,163)	(32,132,620)
Interest expenses	11(d)	(312,521)	(259,161)	(327,150)
Insurance expenses		(1,591,630)	(1,606,831)	(1,666,704)
		(168,473,002)	(162,601,761)	(164,933,515)
Subtotal		(1,943,838)	(4,933,367)	(12,482,822)
Non-operating grants, subsidies and contributions		10,603,287	9,929,543	14,166,842
Profit on asset disposals	4(b)	432,738	156,088	1,436,831
Loss on asset disposals	4(b)	(197,862)	(137,379)	(94,759)
		10,838,163	9,948,252	15,508,914
Net result		**8,894,325**	**5,014,885**	**3,026,092**
Other comprehensive income				
Changes on revaluation of non-current assets		-	-	-
Total other comprehensive income		-	-	-
Total comprehensive income		**8,894,325**	**5,014,885**	**3,026,092**

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

CITY OF JOONDALUP
FOR THE YEAR ENDED 30 JUNE 2024

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 Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

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 Joondalup 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 16 to the budget.

2022/23 FORECAST BALANCES
Balances shown in this budget for 2022/23 forecast are estimates at the time of budget preparation.

CHANGE IN ACCOUNTING POLICIES
On the 01 July 2023 no new accounting policies are to be adopted and no new policies are expected to impact the annual budget.

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.

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 classifications.

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.

REVENUES (CONTINUED)

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. Local governments may wish to disclose more detail such as 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. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

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 and health benefit 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 JOONDALUP
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
Revenue	1,9,11(a),11(b)	$	$	$
Governance		35,953	711,246	35,360
General purpose funding		119,250,133	112,732,273	107,709,069
Law, order, public safety		3,643,936	3,483,831	4,350,735
Health		462,500	485,500	488,914
Education and welfare		146,203	136,900	147,580
Community amenities		24,569,150	24,349,723	24,665,819
Recreation and culture		12,541,731	11,958,869	11,263,001
Transport		3,273,347	1,407,592	1,376,547
Economic services		961,612	1,060,908	999,162
Other property and services		1,644,600	1,341,551	1,414,506
		166,529,164	157,668,395	152,450,694
Expenses	4(b),5,11(c)(d)(e)(f)			
Governance		(7,571,226)	(7,036,379)	(6,673,659)
General purpose funding		(3,267,912)	(3,185,441)	(3,375,314)
Law, order, public safety		(4,270,127)	(4,245,857)	(4,556,513)
Health		(1,681,057)	(1,701,068)	(1,760,555)
Education and welfare		(2,423,429)	(2,206,991)	(2,365,152)
Community amenities		(27,675,236)	(26,629,296)	(28,251,855)
Recreation and culture		(50,998,353)	(51,579,345)	(49,297,959)
Transport		(31,343,386)	(29,607,718)	(31,077,635)
Economic services		(3,267,348)	(2,933,225)	(3,029,682)
Other property and services		(35,974,929)	(33,476,442)	(34,545,191)
		(168,473,002)	(162,601,762)	(164,933,516)
Subtotal		(1,943,838)	(4,933,366)	(12,482,822)
Non-operating grants, subsidies and contributions		10,603,287	9,929,543	14,166,842
Profit on disposal of assets	4(b)	432,738	156,088	1,436,831
(Loss) on disposal of assets	4(b)	(197,862)	(137,379)	(94,759)
		10,838,163	9,948,252	15,508,914
Net result		**8,894,325**	**5,014,885**	**3,026,092**
Other comprehensive income				
Changes on revaluation of non-current assets		-	-	-
Total other comprehensive income		-	-	-
Total comprehensive income		**8,894,325**	**5,014,885**	**3,026,092**

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

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 limited resources.	Governance relates to elected members costs and other costs that relate to the task of assisting elected members and ratepayers on matters which do not concern specific City Services.
GENERAL PURPOSE FUNDING	
To collect revenue to allow for the provision of services.	Rates income and expenditure, Grants Commission and pensioner deferred rates interest.
LAW, ORDER, PUBLIC SAFETY	
To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention including the animal control and other aspects of public safety.
HEALTH	
To provide an operational framework for environmental and community health.	Prevention and treatment of human illnesses, including inspection of premises/food control, immunisation and child health services.
EDUCATION AND WELFARE	
To provide services to disadvantaged persons, family, the elderly, children and youth.	Provision, management and support services for families, children and the aged and disabled within the community, including pre-school playgroups, day and after school care, assistance to schools and senior citizens support groups. Provision of aged persons units and resident funded units.
HOUSING	
Provision of housing and leased accommodation	Provision of housing and leased accommodation where the City acts as landlord.
COMMUNITY AMENITIES	
To provide services required by the community.	Town planning and development, rubbish collection services, stormwater drainage, the provision of public conveniences, bus shelters, roadside furniture and litter control.
RECREATION AND CULTURE	
To establish and effectively manage infrastructure and resources to help the social wellbeing of the community.	Provision of facilities and support for organisations concerned with leisure time activities and sport, support for the performing and creative arts. This includes maintenance of halls, aquatic centres, recreation and community centres, parks, gardens, sports grounds and the operation of libraries.
TRANSPORT	
To provide safe, effective and efficient transport services to the community.	Construction, maintenance and cleaning of streets, roads, bridges, drainage works, footpaths,parking facilities, traffic signs and the City works operation centre, including development, plant purchase and maintenance.
ECONOMIC SERVICES	
To help promote the City and its economic well being.	Rural services, pest control and the implementation of building controls.
OTHER PROPERTY AND SERVICES	
To monitor and control Council's overheads and operating accounts.	Public works overheads, plant/vehicle operations, sundry and other outlays that cannot be assigned to one of the preceding programs.

CITY OF JOONDALUP
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
		$	$	$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		109,156,497	107,076,377	105,235,409
Operating grants, subsidies and contributions		7,514,436	3,844,923	3,035,034
Fees and charges		43,647,769	42,468,752	42,722,736
Interest received		5,761,204	5,870,944	1,252,345
Other revenue		375,000	1,083,963	362,000
		166,454,906	160,344,959	152,607,524
Payments				
Employee costs		(70,774,610)	(65,286,897)	(69,922,403)
Materials and contracts		(58,371,580)	(57,662,553)	(55,647,584)
Utility charges		(6,321,613)	(5,869,654)	(5,949,025)
Interest expenses		(312,207)	(265,386)	(332,957)
Insurance paid		(1,591,630)	(1,606,831)	(1,666,704)
		(137,371,640)	(130,691,321)	(133,518,673)
Net cash provided by (used in) operating activities	3	29,083,266	29,653,638	19,088,851
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for capital projects and fleet replacement	4(a)	(11,031,697)	(3,751,342)	(5,633,048)
Payments for capital works	4(a)	(34,921,297)	(45,302,228)	(57,874,005)
Non-operating grants, subsidies and contributions		10,603,287	9,929,543	14,166,842
Proceeds from sale of plant and equipment	4(b)	908,750	520,955	1,916,500
Proceeds from Equity Distribution		3,333,333	1,333,333	1,333,333
Transfer from Trust Fund		-	115,172	115,172
Net cash provided by (used in) investing activities		(31,107,624)	(37,154,567)	(45,975,206)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	6(a)	(935,712)	(909,513)	(909,513)
Principal elements of lease payments	7	(492,559)	(492,769)	(388,066)
Net cash provided by (used in) financing activities		(1,428,271)	(1,402,282)	(1,297,579)
Net increase (decrease) in cash held		(3,452,629)	(8,903,211)	(28,161,156)
Cash at beginning of year		131,576,276	140,479,487	133,420,575
Cash and cash equivalents at the end of the year	3	**128,123,647**	**131,576,276**	**105,259,419**

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

CITY OF JOONDALUP
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
		$	$	$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	2	2,262,360	9,148,338	53,549
		2,262,360	9,148,338	53,549
Revenue from operating activities (excluding rates)				
Specified area and ex gratia rates	1e)	778,235	730,291	727,440
Operating grants, subsidies and contributions		8,370,275	3,559,598	3,035,033
Fees and charges	9	42,791,930	41,636,031	42,474,492
Interest earnings	11(a)	5,761,204	5,870,944	1,252,345
Other revenue	11(b)	375,000	1,083,963	362,000
Profit on asset disposals	4(b)	432,738	156,088	1,436,831
		58,509,382	53,036,917	49,288,141
Expenditure from operating activities				
Employee costs		(70,074,610)	(67,730,722)	(68,399,625)
Materials and contracts		(59,227,458)	(56,391,230)	(56,458,391)
Utility charges		(6,321,613)	(5,869,654)	(5,949,026)
Depreciation on non-current assets	5	(30,945,170)	(30,744,163)	(32,132,620)
Interest expenses	11(d)	(312,521)	(259,161)	(327,150)
Insurance expenses		(1,591,630)	(1,606,831)	(1,666,704)
Loss on asset disposals	4(b)	(197,862)	(137,379)	(94,759)
		(168,670,864)	(162,739,141)	(165,028,275)
Non-cash amounts excluded from operating activities	2(b)	30,810,294	30,825,454	30,890,548
Amount attributable to operating activities		**(77,088,828)**	**(69,728,432)**	**(84,796,037)**
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		10,603,287	9,929,543	14,166,842
Payments for capital projects and fleet replacement	4(a)	(11,031,697)	(3,751,342)	(5,633,048)
Payments for capital works	4(a)	(34,921,297)	(45,302,228)	(57,874,005)
Proceeds from disposal of assets	4(b)	908,750	520,955	1,916,500
Equity Investment in Tamala Park Regional Council	15	3,333,333	3,645,162	1,333,333
Amount attributable to investing activities		**(31,107,624)**	**(34,957,910)**	**(46,090,378)**
FINANCING ACTIVITIES				
Repayment of borrowings	6(a)	(935,712)	(909,513)	(909,513)
Principal elements of finance lease payments	7	(492,559)	(492,769)	(388,066)
Transfers to cash backed reserves (restricted assets)	8(a)	(11,049,437)	(31,473,821)	(16,587,121)
Transfers from cash backed reserves (restricted assets)	8(a)	17,255,542	34,922,066	43,972,701
Transfer from Trust Fund		-	115,172	115,172
Amount attributable to financing activities		**4,777,833**	**2,161,135**	**26,203,173**
Budgeted deficiency before general rates		(103,418,619)	(102,525,207)	(104,683,241)
Estimated amount to be raised from general rates	1(a)	108,452,521	104,787,567	104,599,384
Net current assets at end of financial year - surplus/(deficit)	2	**5,033,902**	**2,262,360**	**(83,858)**

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

Rates	9
Net Current Assets	16
Reconciliation of cash	19
Asset Acquisitions	20
Asset Disposals	21
Asset Depreciation	22
Borrowings	23
Leases	25
Reserves	26
Fees and Charges	29
Revenue Recognition	31
Other Information	34
Major Land Transactions	35
Interests in Joint Arrangements	36
Significant Accounting Policies - Other Information	37

1. RATES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2023/24 Budgeted rate revenue	2023/24 Budgeted interim rates	2023/24 Budgeted total revenue	2022/23 Forecast total revenue	(As Amended) 2022/23 Budget total revenue
	$		$	$	$	$	$	$
Differential general rate or general rate								
Gross rental valuations								
Residential Improved	0.053496	58,509	1,498,979,676	80,189,421	250,000	80,439,422	76,156,617	76,087,759
Residential Vacant	0.103964	996	20,362,420	2,116,959	-	2,116,959	2,186,640	2,184,661
Commercial Improved	0.070334	984	300,579,563	21,140,963	-	21,140,963	20,549,925	20,436,884
Commercial Vacant	0.103964	20	1,384,750	143,964	-	143,964	170,762	189,498
Industrial Improved	0.063731	387	28,025,245	1,786,077	-	1,786,077	1,723,108	1,701,427
Industrial Vacant	0.103964	3	192,500	20,013	-	20,013	22,422	22,422
Unimproved valuations								
Residential	0.010709	1	1,690,000	18,098	-	18,098	17,499	17,499
Rural	0.010691	2	1,860,000	19,885	-	19,885	19,256	19,256
Sub-Totals		60,902	1,853,074,154	105,435,380	250,000	105,685,381	100,846,229	100,659,406
	Minimum							
Minimum payment	$							
Gross rental valuations								
Residential Improved	877	2,858	43,475,244	2,506,466	-	2,506,466	3,695,800	3,695,800
Residential Vacant	959	428	3,056,830	410,452	-	410,452	380,890	380,890
Commercial Improved	959	31	294,046	29,729	-	29,729	41,805	41,805
Commercial Vacant	959	-	-	-	-	-	-	-
Industrial Improved	959	2	25,331	1,918	-	1,918	1,858	1,858
Industrial Vacant	959	-	-	-	-	-	-	-
Sub-Totals		3,319	46,851,451	2,948,565	-	2,948,565	4,120,353	4,120,353
		64,221	1,899,925,605	108,383,945	250,000	108,633,946	104,966,582	104,779,759
Discounts (Refer note 1f))						(181,425)	(180,450)	(180,375)
Total amount raised from general rates						108,452,521	104,786,132	104,599,384
Specified area rates (Refer note 1e))						778,235	730,291	727,440
Ex gratia rates						-	1,435	-
Total rates						109,230,755	105,517,858	105,326,824

All land (other than exempt land) in the City of Joondalup is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the City of Joondalup.

The general rates detailed for the 2023/24 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 (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				
Single full payment	27/08/2023	-	-	3.0%
Option two				
First instalment	27/08/2023	-	-	3.0%
Second instalment	29/10/2023	12	-	3.0%
Option three				
First instalment	27/08/2023	-	-	-
Second instalment	29/10/2023	12	-	3.0%
Third instalment	31/12/2023	12	-	3.0%
Fourth instalment	3/03/2024	12	-	3.0%

	2023/24 Budget revenue	2022/23 Forecast revenue	(As Amended) 2022/23 Budget revenue
	$	$	$
Unpaid rates and service charge interest earned	115,000	108,925	113,500
Interest on Pensioners Deferred Rates	41,000	40,872	23,000
	156,000	149,797	136,500

1. RATES (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	Objects	Reasons
Gross rental valuations		
Residential Improved	The cents in the dollar ($) for the various differential rates are calculated to provide the shortfall in income required to enable the City to provide necessary works and services in the 2023/24 Financial Year after taking into account all non-rate sources of income.	Set to ensure that the proportion of total rate revenue derived from residential property remains consistent with previous years.
Residential Vacant		Set to ensure that the proportion of total rate revenue derived from residential property remains consistent with previous years and is higher than residential improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.
Commercial Improved		Set to ensure that the proportion of total rate revenue derived from commercial property remains consistent with previous years and recognises the higher demand on City infrastructure and services from the activity on commercial property.
Commercial Vacant		Set to ensure that the proportion of total rate revenue derived from commercial property remains consistent with previous years and is higher than commercial improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.
Industrial Improved		Set to ensure that the proportion of total rate revenue derived from industrial property remains consistent with previous years and recognise the higher demand on City infrastructure and services from the activity on industrial property.
Industrial Vacant		Set to ensure that the proportion of total rate revenue derived from industrial property remains consistent with previous years and is higher than industrial improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.
Unimproved valuations		
Residential	The cents in the dollar ($) are calculated to provide the shortfall in income required to enable the City to provide necessary works and services in the 2023/24 Financial Year after taking into account all non-rate sources of income.	Set to ensure that the proportion of total rate revenue derived from residential property remains consistent with previous years.
Rural		Set to ensure that the proportion of total rate revenue derived from rural property remains consistent with previous years.

(d) Differential Minimum Payment

Description	Objects	Reasons
Gross rental valuations		
Residential Improved	The cents in the dollar ($) for the various differential rates are calculated to provide the shortfall in income required to enable the City to provide necessary works and services in the 2023/24 Financial Year after taking into account all non-rate sources of funding.	The cents in the $ of 5.3496 has been set to ensure, that the proportion of total rate revenue derived from residential property remains consistent with previous years.
Residential Vacant		The cents in the $ of 10.3964 has been set to ensure, that the proportion of total rate revenue derived from residential property remains consistent with previous years and is higher than residential improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.
Commercial Improved		The cents in the $ of 7.0334 has been set to ensure, that the proportion of total rate revenue derived from commercial property remains consistent with previous years and recognises the higher demand on City infrastructure and services from the activity on commercial property.
Commercial Vacant		The cents in the $ of 10.3964 has been set to ensure, that the proportion of total rate revenue derived from commercial property remains consistent with previous years and is higher than commercial improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.
Industrial Improved		The cents in the $ of 6.3731 has been set to ensure, that the proportion of total rate revenue derived from industrial property remains consistent with previous years and recognises the higher demand on City infrastructure and services from the activity on industrial property.
Industrial Vacant		The cents in the $ of 10.3964 has been set to ensure, that the proportion of total rate revenue derived from industrial property remains consistent with previous years and is higher than industrial improved property in an effort to promote development of this category of property thereby stimulating growth and development in the community.
Unimproved valuations		
Residential	The cents in the dollar ($) are calculated to provide the shortfall in income required to enable the City to provide necessary works and services in the 2023/24 Financial Year after taking into account all non-rate sources of funding.	The cents in the $ of 1.0709 has been set to ensure, that the proportion of total rate revenue derived from residential property remains consistent with previous years.
Rural		the cents in the $ of 1.0691 has been set to ensure, that the proportion of total rate revenue derived from rural property remains consistent with previous years.

1. RATES (CONTINUED)

e) Specified Area Rate

	valuation	Rate in	Rateable value	2023/24 Budget specified area rate revenue	2023/24 Total budget specified area rate revenue	2022/23 Forecast revenue	(As Amended) 2022/23 Budget revenue
Specified area rate		$	$	$	$	$	$
Harbour Rise	GRV	0.0066266	24,233,820	160,588	160,588	136,787	136,763
Iluka	GRV	0.0059316	67,959,170	403,109	403,109	404,127	403,536
Woodvale Waters	GRV	0.0065700	4,213,560	27,682	27,682	22,225	22,225
Burns Beach	GRV	0.0037921	49,275,010	186,856	186,856	167,153	164,916
			145,681,560	778,235	778,235	730,291	727,440

	Purpose of the rate	Budgeted rate applied to costs	Budgeted rate set aside to reserve	Reserve Amount to be applied to costs
Specified area rate		$	$	$
Harbour Rise	Maintaining enhanced landscaping services	160,588	-	823
Iluka	Maintaining enhanced landscaping services.	403,109	-	4,960
Woodvale Waters	Maintaining enhanced landscaping services	27,682	-	1,062
Burns Beach	Maintaining enhanced landscaping services	186,856	-	3,120
		778,235	-	9,965

Area or properties rate is to be imposed on:

Harbour Rise: Harbour Rise Specified Rate area comprises the area bounded by:
Going along Whitfords Avenue from the corner of Seychelles Lane and following the shared boundaries of Whitfords Avenue with Lot 29 Martinique Mews, Lots 470-478, 413-414, Lot 397, Lots 331-333, crossing Barbados Turn and continuing north with shared boundaries of Curacao Lane and Lots 337-334, 378, 377, 403, 402, 376-367, and strata lots 1-19 Lot 28 Angove Drive; North-east along the boundary of strata lots 1-19 (Lot 28) Angove Drive, across Mallorca Avenue and following the boundaries of Lot 251 and 250 where they meet Angove Drive; Following the shared boundaries of Ewing Drive with Lots 250, 249, 409, 410, 247, 245-240, 411 and to strata Lots 1 and 2 (Lot 408) and then across Ewing Drive along the boundary that strata Lot 1 (Lot 201) Ewing Drive shares with Lot 650 Ewing Drive, and along the rear boundaries of strata Lot 1 (Lot 201) Ewing Drive and Lots 200-198 Marbella Drive; Along the boundary that Lot 198 Marbella Drive shares with Lot 171 and 172 Waterford Drive, across Marbella Drive and continuing along the rear boundaries of strata Lots 1 and 2 (Lot 301) to strata Lots 1 and 2 (Lot 190) Algarve Way, along the boundary that Lot 184 Tobago Rise shares with Lot 181 Waterford Drive, across Tobago Rise and then along the boundary between Lot 1 Tobago Rise and Lots 182 and 183 Waterford Drive, continuing along the rear boundaries of Lots 75-66 The Corniche and Lots 142-149 The Corniche. Along the rear boundary of Lot 150 The Corniche until the boundary between Lot 204 and Lot 166 Lukin Road is reached. Along the boundary between Lots 204 and 166 Lukin Road, along the front boundaries of Lots 166-164 Lukin Road. Along the boundary of Lot 164 Lukin Road that is shared with Hepburn Avenue and continuing along Hepburn Avenue along the south-eastern boundaries of Leeward Park; Continuing along the shared boundaries of Hepburn Avenue with Lot 170 Amalfi Drive, Lots 492-503 Seychelles Lane and Lot 29 Martinique Mews.

Iluka Specified Rate: area comprises the area bounded by Shenton Avenue, Marmion Avenue and Burns Beach Road.

Woodvale Waters: Specified Rate area comprises the area bounded by: Timberlane Drive and Yellagonga Regional Park with street addresses of Grey-Smith Gardens, Phillips-Fox Terrace, Buvelot Place, Wakelin Close, Conder Place, Streeton Parade, Withers Grove, Olsen Court, Heysen Crest, Fullwood Walk except for Lot 156 Streeton Promenade and Lot 12240 Phillips-Fox Terrace.

Burns Beach Specified Rate: area comprises the area bounded by the following starting from the north western corner of Marmion Avenue and Burns Beach Road, westwards along the northern boundary of Burns Beach Road to Lot 263 Whitehaven Avenue, northwards along the western boundaries of Lot 263 through to Lot 251 Whitehaven Avenue, north-westward and westward along the southern boundaries of Lot 108 to Lot 121 Beachside Drive, northwards along the western boundary of Lot 121 Beachside Drive to Beachside Drive, westwards along the southern edge of the footpath on the northern side of Lot 11537 (Reserve 48489) to where it meets the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve), north and then eastwards along the southern boundary of Lot 3000 (1551) Marmion Avenue (Burns Beach Foreshore Reserve) to the western boundary of Marmion Avenue, then southwards along western boundary of Marmion Ave to the starting point at the north western corner of Marmion Avenue and Burns Beach Road.

Service Charges

The City did not raise service charges for the year ended 30th June 2024.

1. RATES (CONTINUED)

f) Rates discounts

Rate or fee to which discount is granted	No of Discounts	Discount ($)	2023/24 Budget	2022/23 Forecast	2022/23 Budget (As Amended)	Circumstances in which discount is granted
			$	$	$	
Business Property Discount - Commercial Improved	1,015	150	152,250	151,050	151,050	Discount granted to all commercial improved properties.
Business Property Discount - Industrial Improved	389	75	29,175	29,400	29,325	Discount granted to all industrial improved properties.
			181,425	180,450	180,375	

2. NET CURRENT ASSETS

		2023/24 Budget 30 June 2024	2022/23 Forecast 01 July 2023	(As Amended) 2022/23 Budget 01 July 2023
		$	$	$
(a) Composition of estimated net current assets				
Current assets				
Cash and cash equivalents- unrestricted	3	32,210,699	29,457,223	31,304,054
Cash and cash equivalents - restricted		95,912,948	102,119,054	73,955,365
Receivables		5,605,756	5,531,498	4,069,822
Inventories		708,427	713,427	226,281
		134,437,830	137,821,201	109,555,522
Less: current liabilities				
Trade and other payables		(15,824,290)	(15,373,098)	(19,992,895)
Contract liabilities		(1,221,867)	(1,221,867)	-
Lease liabilities	7	(492,559)	(492,562)	-
Long term borrowings	6	(962,667)	(935,712)	(935,712)
Employee provisions		(17,133,255)	(17,533,256)	(15,691,116)
		(35,634,638)	(35,556,495)	(36,619,723)
Net current assets		98,803,192	102,264,706	72,935,799
Less: Total adjustments to net current assets	2.(c)	(93,769,290)	(100,002,347)	(73,019,657)
Net current assets used in the Rate Setting Statement		5,033,902	2,262,360	(83,858)

2. NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

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.

(b) Operating activities excluded from budgeted deficiency

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32.*

	Note	2023/24 Budget 30 June 2024	2022/23 Forecast 01 July 2023	(As Amended) 2022/23 Budget 01 July 2023
		$	$	$
Adjustments to operating activities				
Less: Profit on asset disposals	4(b)	(432,738)	(156,088)	(1,436,831)
Movement in non-current employee provisions		100,000	100,000	100,000
Add: Loss on disposal of assets	4(b)	197,862	137,379	94,759
Add: Depreciation on assets	5	30,945,170	30,744,163	32,132,620
Non cash amounts excluded from operating activities		30,810,294	30,825,454	30,890,548

(c) 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 in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets				
Less: Cash - restricted reserves	8	(95,912,948)	(102,119,054)	(73,955,365)
Less: Current assets not expected to be received at end of year				
- Land held for resale		(533,434)	(533,434)	(4)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings		962,667	935,712	935,712
- Current portion of lease liabilities		492,559	492,562	-
- Add Contract liabilities for developer contributions		1,221,867	1,221,867	-
Total adjustments to net current assets		(93,769,290)	(100,002,347)	(73,019,657)

2 (d) NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION
An 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 or 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 Joondalup 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.

PREPAID RATES
Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

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 Joondalup contributes to a number of superannuation funds on behalf of employees.

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

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.

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.

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

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

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

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

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

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	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
		$	$	$
Cash at bank and on hand		45,243,647	26,696,276	28,174,212
Term deposits		82,880,000	104,880,000	77,085,207
Total cash and cash equivalents		128,123,647	131,576,276	105,259,419
Held as				
Unrestricted cash and cash equivalents		32,210,699	29,457,223	31,304,054
Restricted cash and cash equivalents		95,912,948	102,119,054	73,955,365
		128,123,647	131,576,276	105,259,419
Restrictions				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents		95,912,948	102,119,054	73,955,365
		95,912,948	102,119,054	73,955,365
The restricted assets are a result of the following specific purposes to which the assets may be used:				
Reserves - cash/financial asset backed	8	95,912,948	102,119,054	73,955,365
		95,912,948	102,119,054	73,955,365
Reconciliation of net cash provided by operating activities to net result				
Net result		8,894,325	5,014,885	3,026,092
Depreciation	5	30,945,170	30,744,163	32,132,620
(Profit)/loss on sale of asset	4(b)	(234,876)	(18,709)	(1,342,072)
(Increase)/decrease in receivables		(74,257)	656,379	(91,414)
(Increase)/decrease in inventories		5,000	(5,000)	(85,446)
Increase/(decrease) in payables		451,191	909,457	315,911
Increase/(decrease) in unspent non-operating grants		-	(4,313,050)	-
Increase/(decrease) in employee provisions		(300,000)	2,282,005	(700,000)
Non-operating grants, subsidies and contributions		(10,603,287)	(5,616,493)	(14,166,842)
Net cash from operating activities		29,083,266	29,653,638	19,088,851

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 (Capital Expenditure)

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

Asset class	2023/24 Budget total	2022/23 Forecast total	(As Amended) 2022/23 Budget total
	$	$	$
Capital Projects and Fleet Replacement			
Buildings - non-specialised	4,870,000	516,795	544,200
Computer and Communication Equipment	510,000	704,190	524,000
Furniture and Equipment	-	174,426	175,000
Other property, plant and equipment	822,648	876,939	702,634
Plant and Equipment	4,432,000	1,424,443	3,325,165
Artworks	397,049	54,549	362,049
	11,031,697	3,751,342	5,633,048
Capital Works			
Infrastructure - roads	15,502,227	17,942,223	21,699,213
Footpaths Infrastructure	4,511,000	3,691,319	5,152,156
Drainage Infrastucture	505,000	734,709	704,708
Parks and Reserves	5,963,118	3,933,893	7,706,262
Car Park	1,080,072	3,885,873	1,325,000
Other Infrastructure	6,294,880	13,733,424	19,827,039
Lighting	1,065,000	1,380,787	1,459,627
	34,921,297	45,302,228	57,874,005
Total acquisitions	45,952,994	49,053,570	63,507,053

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

Attachment 3 - Capital Expenditure
Attachment 4 - Vehicle and Plant Replacement Program

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.

	2023/24 Budget Net Book Value	2023/24 Budget Sale Proceeds	2023/24 Budget Profit	2023/24 Budget Loss	2022/23 Forecast Net Book Value	2022/23 Forecast Sale Proceeds	2022/23 Forecast Profit	2022/23 Forecast Loss	(As Amended) 2022/23 Budget Net Book Value	2022/23 Budget Sale Proceeds	2022/23 Budget Profit	2022/23 Budget Loss
	$	$	$	$	$	$	$	$	$	$	$	$
By Class												
Property, Plant and Equipment												
Land - freehold land	-	-	-	-	-	-	-	-	90,441	1,425,000	1,334,559	-
Plant and Equipment	673,874	908,750	432,738	(197,862)	502,246	520,955	156,088	(137,379)	483,987	491,500	102,272	(94,759)
	673,874	908,750	432,738	(197,862)	502,246	520,955	156,088	(137,379)	574,428	1,916,500	1,436,831	(94,759)

A detailed breakdown of plant and equipment disposals on an individual basis can be found in the supplementary information in Attachment 4.

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

	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
	$	$	$
By Class			
Buildings - non-specialised	4,468,387	4,408,385	4,447,217
Computer and Communications Equipment	342,354	460,145	314,549
Furniture and Equipment	19,066	19,066	19,066
Heavy Vehicles	204,711	264,208	256,416
Light Vehicles	632,158	637,878	623,720
Plant and Equpiment	955,246	1,696,843	1,455,803
Library Assets	367,372	467,811	482,851
Leases	731,465	593,151	558,327
Infrastructure - Roads	9,767,439	9,754,146	10,058,257
Infrastructure - Footpaths	2,558,606	2,330,928	2,385,514
Infrastructure - Drainage	3,004,717	3,001,942	4,565,889
Infrastructure - Bridges, Overpass and Underpass	413,529	393,064	393,064
Infrastructure - Car Parking	450,286	423,075	446,213
Infrastructure - Open Reserves	2,999,529	3,264,461	3,349,819
Infrastructure - Lighting	1,364,222	1,288,058	1,297,822
Infrastructure - Other	475,447	131,184	174,356
Impairment/Write Off of Assets	2,190,636	1,609,818	1,303,736
	30,945,170	30,744,163	32,132,620

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:

Asset Class	Useful life
Buildings - non-specialised	10 to 100 years
Furniture and Equipment	3 to 10 years
Plant and equipment	3 to 13 years
Library assets	8 to 12 years
Artworks	Nil
Infrastructure Assets:	
Roads/Traffic Management	20 to 100 years
Footpaths	10 to 100 years
Drainage	30 to 120 years
Car Parks	30 to 100 years
Bridges and Underpasses	70 to 100 years
Lighting	20 to 40 years
Other Infrastructure assets	10 to 70 Years

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.

Asset Class	Useful life
Parks and Reserves:	
Fencing	10 to 50 years
Furniture and Amenities	10 to 50 years
Hard Landscaping	10 to 80 years
Irrigation	20 to 50 years
Marine	100 years
Park and POS Signage	15 to 20 years
Playspace	20 years
POS Structure	20 to 30 years
Sporting Infrastructure	10 to 50 years
Waste	30 years

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Number	Budget Principal 1 July 2023	2023/24 Budget New Loans	2023/24 Budget Principal Repayments	Budget Principal outstanding 30 June 2024	2023/24 Budget Interest Repayments	Forecast Principal 1 July 2022	2022/23 Forecast New Loans	2022/23 Forecast Principal Shortfall	Forecast Principal outstanding 1 July 2023	2022/23 Forecast Interest Repayments	(As Amended) Budget Principal 1 July 2022	2022/23 Budget New Loans	2022/23 Budget Principal Repayments	Budget Principal outstanding 1 July 2023	2022/23 Budget Interest Repayments	Self Supporting?
		$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	Y/N
Reid Promenade Car Park	7	1,898,379	-	(935,712)	962,667	(56,770)	2,807,892	-	(909,513)	1,898,379	(88,500)	2,807,892	-	(909,513)	1,898,379	(88,500)	Y
		1,898,379	-	(935,712)	962,667	(56,770)	2,807,892	-	(909,513)	1,898,379	(88,500)	2,807,892	-	(909,513)	1,898,379	(88,500)	
		1,898,379	-	(935,712)	962,667	(56,770)	2,807,892	-	(909,513)	1,898,379	(88,500)	2,807,892	-	(909,513)	1,898,379	(88,500)	

6. INFORMATION ON BORROWINGS

(b) New borrowings - 2023/24

The City does not intend to undertake any new borrowings for the year ended 30th June 2024.

(c) Unspent borrowings

The City had no unspent borrowing funds as at 30th June 2023 nor is it expected to have unspent borrowing funds as at 30th June 2024.

(d) Credit Facilities

	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
	$	$	$
Undrawn borrowing facilities			
credit standby arrangements			
Bank overdraft limit	500,000	500,000	500,000
Bank overdraft at balance date	-	-	-
Credit card limit	47,000	47,000	47,000
Credit card balance at balance date	-	-	-
Total amount of credit unused	547,000	547,000	547,000
Loan facilities			
Loan facilities in use at balance date	962,667	1,898,379	1,898,379

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	Budget Lease Principal 1 July 2023	2023/24 Budget Lease Principal Repayments	Budget Lease Principal outstanding 30 June 2024	2023/24 Budget Lease Interest Repayments	Forecast Principal 1 July 2022	2022/23 Forecast Lease Principal repayments	Forecast Lease Principal outstanding 1 July 2023	2022/23 Forecast Lease Interest repayments	(As Amended) Budget Principal 1 July 2022	2022/23 Budget Lease Principal repayments	Budget Lease Principal outstanding 1 July 2023	2022/23 Budget Lease Interest repayments
	$	$	$	$	$	$	$	$	$	$	$	$
Gym Equipment-CLC Cardio	108,513	(108,513)	-	2,653	227,323	(118,810)	108,513	6,252	108,129	(108,129)	-	16,934
Gym Equipment-Spin Bikes	62,057	(21,764)	40,293	2,480	82,984	(20,927)	62,057	3,318	89,707	(21,264)	68,443	2,981
Works Operations Centre-Land	6,033,096	(362,282)	5,670,814	158,067	6,386,128	(353,032)	6,033,096	167,316	5,280,765	(258,672)	5,022,093	224,961
	6,203,666	(492,559)	5,711,107	163,201	6,696,435	(492,769)	6,203,666	176,887	5,478,601	(388,066)	5,090,536	244,875

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.

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.

8. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

(As Amended)

	2023/24 Budget Opening Balance	2023/24 Budget Transfer to	2023/24 Budget Transfer (from)	2023/24 Budget Closing Balance	2022/23 Forecast Opening Balance	2022/23 Forecast Transfer to	2022/23 Forecast Transfer (from)	2022/23 Forecast Closing Balance	2022/23 Budget Opening Balance	2022/23 Budget Transfer to	2022/23 Budget Transfer (from)	2022/23 Budget Closing Balance
	$	$	$	$	$	$	$	$	$	$	$	$
(a) Non-Current Long Service Leave	1,282,192	100,000	-	1,382,192	1,182,192	100,000	-	1,282,192	1,340,008	100,000	-	1,440,008
(b) Capital Works Carried Forward Reserve	260,770	-	(233,900)	26,870	12,145,886	233,899	(12,119,015)	260,770	14,291,222	-	(14,094,608)	196,614
(c) Cash in Lieu of Parking Reserve	1,410,802	64,947	-	1,475,750	1,367,735	43,067	-	1,410,802	1,147,020	8,635	-	1,155,655
(d) Joondalup Performing Arts and Cultural Facility Reserve	17,570,268	808,861	-	18,379,129	17,033,904	536,365	-	17,570,268	17,030,036	128,206	-	17,158,242
(e) Marmion Car Park Reserve	-	-	-	-	183,105	-	(183,105)	-	183,105	-	-	183,105
(f) Parking Facility Reserve	5,194,152	1,858,017	(992,212)	6,059,957	4,157,567	2,028,483	(991,898)	5,194,152	3,903,664	2,309,845	(991,898)	5,221,611
(g) Public Art Reserve	312,049	-	(312,049)	-	312,049	-	-	312,049	312,049	-	(262,049)	50,000
(h) Specified Area Rating - Harbour Rise Reserve	823	19	(823)	19	9,878	166	(9,221)	823	9,245	-	(9,245)	-
(i) Specified Area Rating - Iluka	4,960	114	(4,960)	114	8,692	212	(3,943)	4,960	4,534	-	(4,534)	-
(j) Specified Area Rating - Woodvale Waters Reserve	1,062	24	(1,062)	24	3,506	71	(2,515)	1,062	2,515	-	(2,515)	-
(k) Specified Area Rating - Burns Beach Reserve	3,120	72	(3,120)	72	6,088	143	(3,110)	3,120	6,110	-	(6,110)	-
(l) Strategic Asset Reserve	22,273,125	947,766	(3,004,880)	20,216,011	10,070,030	20,037,586	(7,834,491)	22,273,125	7,291,446	9,502,451	(12,406,084)	4,387,813
(m) Tamala Park Land Sales Reserve	21,938,359	4,420,010	-	26,358,369	17,986,195	3,952,164	-	21,938,359	17,982,765	1,473,731		19,456,496
(n) Asset Renewal Reserve	22,941,722	763,756	(12,702,536)	11,002,943	35,799,490	917,001	(13,774,768)	22,941,722	33,026,293	416,861	(15,995,658)	17,447,496
(o) Waste Management Reserve	8,481,917	1,877,075	-	10,358,992	5,215,277	3,266,640	-	8,481,917	4,725,245	2,293,252	-	7,018,497
(p) Percy Doyle Infrastructure Reserve	443,731	208,775	-	652,507	85,705	358,026	-	443,731	85,688	354,141	(200,000)	239,829
	102,119,054	11,049,437	(17,255,542)	95,912,948	105,567,298	31,473,821	(34,922,066)	102,119,054	101,340,945	16,587,121	(43,972,701)	73,955,365

8. CASH BACKED RESERVES

(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
(a)	Non-Current Long Service Leave	Ongoing	Created in 2012/13 to facilitate the funding of the non-current portion of long service leave liabilities to City employees.
(b)	Capital Works Carried Forward Reserve	Ongoing	Created in 2006/07 to hold unspent capital works funds carried forward to subsequent financial year(s). The transfer to accumulated surplus is to fund capital works previously carried forward.
(c)	Cash in Lieu of Parking Reserve	Ongoing	Created in 1993/94 with funds previously held in Trust Fund. Represents funds received from developers in lieu of providing car parking. Funds transferred from the reserve will be utilised to fund future car parking requirements. Funds transferred to the reserve includes transfer from Parking Facility Reserve and interest.
(d)	Joondalup Performing Arts and Cultural Facility Reserve	Ongoing	Created in 2000/01 to assist with the design and development of a regional performing arts facility in the Joondalup City Centre. The reserve was renamed in 2005/06 and again in 2009/10 to more appropriately reflect its intent. The transfer from Reserve was mainly to fund the Jinan Garden, at Lot 1001, Teakle Court. The transfer from accumulated surplus represents interest.
(e)	Marmion Car Park Reserve	Closed	Created in 2013/14 to receive the State Government's contribution and the unspent portion of City of Joondalup funds for the future construction of a car park next to the Marmion Angling and Aquatic Club. At its meeting on 28 February 2023, Council resolved to close this reserve and transfer the balance of funds to the Strategic Asset Reserve in 2022-23.
(f)	Parking Facility Reserve	Ongoing	Created in 2008/09 to hold the operating surpluses arising from the paid parking in the Joondalup City Centre to be applied in the development and provision of facilities and services, both parking and non parking, in the Joondalup City Centre. The transfer from accumulated surplus represents parking operating surplus and interest. Transfer to accumulated surplus is to fund repayments on the $8,500,000 loan taken in 2014/15 to construct the Reid Promenade Car Park and the transfer to the Cash in lieu of Parking reserve.
(g)	Public Art Reserve	Ongoing	Created in 2012/13 for the purpose of providing for the commissioning and purchase of public art works.
(h)	Specified Area Rating - Harbour Rise	Ongoing	The reserve was created to hold unspent funds levied for the purpose of undertaking enhanced landscaping services in the Harbour Rise specified area. Transfer from accumulated surplus represents interest. Transfers from the reserve are to fund works undertaken in the Harbour Rise specified area.
(i)	Specified Area Rating - Iluka Reserve	Ongoing	The reserve was created to hold unspent funds levied for the purpose of undertaking enhanced landscaping services in the Iluka specified area. Transfer from accumulated surplus represents unspent funds levied during the year and interest.
(j)	Specified Area Rating - Woodvale Waters Reserve	Ongoing	The reserve was created to hold unspent funds levied for the purpose of undertaking enhanced landscaping services in the Woodvale specified area. Transfers from the reserve are to fund works undertaken in the Woodvale area. Transfers from accumulated surplus represents interest.
(k)	Specified Area Rating - Burns Beach Reserve	Ongoing	The reserve was created to hold unspent funds levied for the purpose of undertaking enhanced landscaping services in the Burns Beach specified area. Transfer from accumulated surplus represents unspent funds levied during the year and interest.
(l)	Strategic Asset Reserve	Ongoing	The reserve was created in 2010/11 from the merger of the old Strategic Asset Management and Asset Replacement Reserves, and is intended to fund the acquisition and development of new and renewal of existing City infrastructure and building assets.
(m)	Tamala Park Land Sales Reserve	Ongoing	This reserve was created in 2013/14 to receive the City of Joondalup's share of the dividends from the proceeds of the sales of Tamala Park land to be held and subsequently applied for the purpose of investing in income producing facilities, to build significant one-off community facilities and to assist with the cash flow requirements of developing significant infrastructure assets aligned to the 10 Year Strategic Financial Plan. The transfer from accumulated surplus represents interest.

8. CASH BACKED RESERVES

	Reserve name	Anticipated date of use	Purpose of the reserve
(n)	Asset Renewal Reserve	Ongoing	Created in 2008/09 by consolidating the Heavy Vehicle, Light Vehicle and Plant Replacement reserves with the purpose of supporting the funding of vehicle, plant and equipment purchases. The transfer from accumulated surplus represents interest. Renamed to its current name in 2019-20.
(o)	Waste Management Reserve	Ongoing	Renamed in 2009/10 and its purpose updated. The reserve is to fund and support waste management services including but not limited to refuse collection, waste management initiatives and programs, infrastructure and buildings and legal expenses associated with waste management but excluding vehicles, plant and equipment. Transfer from accumulated surplus represents the waste management services operating surplus and interest.
(p)	Percy Doyle Infrastructure Reserve	Ongoing	Created in 2020/21 for the purposes of providing new infrastructure and improving existing infrastructure at Percy Doyle Reserve, in particular for the youth of the City of Joondalup District.

9. FEES & CHARGES REVENUE

	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
By Type:	$	$	$
Refuse Charges	21,890,806	21,791,340	22,114,800
Membership Fees	4,000,000	3,400,000	3,023,081
Learn to Swim Program Fees	2,286,781	2,209,177	2,209,177
User Entry Fees	2,095,485	2,297,714	2,231,711
Off Street Parking Fees	1,204,727	1,105,254	1,560,000
On Street Parking Fee	1,217,957	1,107,415	1,312,200
Parking Infringements	198,310	198,310	318,310
Inspection Fees	1,190,236	1,143,369	1,148,625
Development Application Fees	700,000	700,000	750,000
Facilities Hire	938,807	956,899	980,697
Other Miscellaneous Charges	1,376,762	1,042,645	1,061,270
Building Licence Fees	593,750	665,000	625,000
Property Rental	808,426	793,191	833,258
Court Sport Revenue	555,741	485,207	493,518
Rates Instalments Administration Fee	597,500	584,776	590,000
Fines Enforcement	223,500	223,500	343,500
Dog Registration Fees	380,000	380,000	400,000
Term Program Activities Fees	175,979	175,024	172,416
Merchandise Sales and Other Sales	297,502	359,560	277,790
Private Property Agreements	135,428	135,428	139,000
Land Purchase Enquiries Fees	270,000	292,172	277,000
Multi Storey Car Park Parking Fees	675,500	813,000	890,000
Other Building & Development Charges	104,500	85,000	110,000
Commission	146,450	140,325	140,900
Credit Card Surcharge	114,205	114,856	114,205
Immunisation Fees	70,000	100,000	100,000
Library Fines and Penalties	71,150	72,150	72,000
Park Hire	412,430	204,717	126,034
Cat Registration Fee	60,000	60,001	60,000
	42,791,930	41,636,031	42,474,492

	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
By Program:	$	$	$
Governance	-	1,710	-
General purpose funding	954,205	933,709	954,205
Law, order, public safety	3,612,908	3,411,494	4,322,105
Health	457,000	481,000	481,000
Education and welfare	99,130	93,220	101,576
Community amenities	24,006,300	23,847,244	24,236,219
Recreation and culture	11,257,311	10,566,753	10,058,645
Transport	703,865	836,686	928,607
Economic services	957,450	1,035,000	985,000
Other property and services	743,762	429,216	407,135
	42,791,930	41,636,031	42,474,492

	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
Fee to which discount is granted:	$	$	$
Facility Hire	977,637	1,156,286	1,156,144
Leisure Centres	317,591	305,887	300,251
Other	-	-	41,907
	1,295,228	1,462,173	1,498,302

Facility Hire : Council has adopted a Facility Hire Subsidy Policy which gives local not-for profit community groups and groups from educational institutions access to subsidies of hire fees at City-managed facilities.

Leisure Centres: City of Joondalup residents or ratepayers who are full time students, seniors or have a pension card are entitled to a 25% discount on memberships, short courses, crèche and single casual swim entries at City Leisure Centres. Seniors aged 75 years and above are entitled to a 33.33% discount on memberships, short courses and casual swim entries.

10. 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
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

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
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Refuse Charges	Charge for refuse collection and processing	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	No refunds	When rates notice is issued
Pool inspections	Statutory-Compliance safety check	Single point in time	Payment dates adopted by Council during the year	None	Set by State legislation	When taxable event occurs	No refunds	When rates notice is issued
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	On receipt of funds	Not applicable	When the fees are paid
Waste management collections	Kerbside collection service	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	No refunds	When rates notice is issued
Membership fees	Sports/recreation activities	Over time	In full in advance	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
Learn to Swim program	Sports/recreation activities	Over time	In full on booking	None	Adopted by council annually	On receipt of funds	No refunds	Output method Over 12 months matched to access right
User entry fees	Sports/recreation activities	Single point in time	At point of sale/entry	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid

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
Off street parking fees	Car Parking	Single point in time	At point of sale/entry	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
On street parking fees	Car Parking	Single point in time	At point of sale/entry	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
Multi Storey car parking fees	Car Parking	Single point in time	At point of sale/entry	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
Parking and other infringements	Fines for breaches of legislation	Single point in time	Payment in full within defined time	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
Development application fees	Compliance with legislation	Single point in time	In full on application	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
Facilities hire	Use of City facilities	Single point in time	In full at point of sale/booking	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
Property rental	Use of building space	Single point in time	Defined time from invoice issue	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
Fees and charges for other goods and services	As per Fees and Charges Schedule	Over time	Payment in full in advance	None	Adopted by council annually	On receipt of funds	No refunds	When the fees are paid
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

11. OTHER INFORMATION

	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
	$	$	$
The net result includes as revenues			
(a) Interest earnings			
Investments			
Reserve funds	4,373,660	2,821,200	627,899
Municipal Funds	1,231,544	2,899,947	487,945
Other interest revenue (refer note 1b)	156,000	149,797	136,500
	5,761,204	5,870,944	1,252,344
(b) Other revenue			
Bus Shelter Revenue	375,000	407,346	362,000
Net Revenue from TPRC Catalina Estate Sales	-	671,193	-
Other Rebates and Concessions	-	5,424	-
	375,000	1,083,963	362,000
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	110,000	99,700	86,100
	110,000	99,700	86,100
(d) Interest expenses (finance costs)			
Borrowing	56,770	88,500	88,500
Interest expense on lease liabilities	255,437	176,886	244,875
Other interest and accrued interest movements	314	(6,225)	(6,225)
	312,521	259,161	327,150
(e) Elected members remuneration			
Mayoral Meeting Fee	49,435	48,704	48,704
Mayoral Local Government Allowance	93,380	91,997	91,997
Mayoral Conference and Training Expenses	17,300	19,650	16,600
	160,115	160,351	157,301
Deputy Mayoral Local Government Allowance	23,345	22,998	22,999
Elected Members Meeting Fee	395,520	389,640	389,640
Elected Members Conference and Training expenses	94,800	100,798	92,400
Elected Members Presentation Items	4,000	-	-
Elected Members Training expenses	24,000	24,905	24,000
Reimbursement for Travel and Child Costs	34,000	36,000	34,000
Reimbursement for other specified expenses	16,770	16,770	15,600
Information Technology Allowance	45,500	45,500	45,500
Elected Member Clothing	1,000	1,000	1,000
	638,935	637,610	625,139
(f) Write offs			
Rates	10,000	10,000	10,000
Fees and charges	3,500	3,785	3,500
	13,500	13,785	13,500

12. MAJOR LAND TRANSACTIONS

Tamala Park Land Sales

Details

The Tamala Park Regional Council (TPRC) was established in January 2006 for the purpose of the development of the Tamala Park land jointly owned by seven local governments, including the City of Joondalup.

13. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

It is not anticipated that any trading undertakings or major trading undertakings will occur in 2023/24

14. TRUST FUNDS

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Detail	Estimated balance 1 July 2023	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2024
	$	$	$	$
Connolly Residents Association	86,110	-	-	86,110
	86,110	-	-	86,110

15. INTERESTS IN JOINT ARRANGEMENTS

The Tamala Park Regional Council (TPRC) was established in January 2006 for the purpose of the development of the Tamala Park land jointly owned by seven local governments, including the City of Joondalup, which has 1/6 equity in the land.

	2023/24 Budget	2022/23 Forecast	(As Amended) 2022/23 Budget
	$	$	$
Equity Movements			
Distribution Received	3,333,333	3,333,333	1,333,333
Other Movements	-	311,829	-
	3,333,333	3,645,162	1,333,333

SIGNIFICANT ACCOUNTING POLICIES

INTERESTS IN JOINT ARRANGEMENTS

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City of Joondalup's interests in the assets liabilities revenue and expenses of joint operations are included in the respective line items of the financial statements.

16. 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.

Capital Expenditure 2023/2024

Capital Projects

Project Number	Cost Code	Team	Description				Municipal	Reserve	Trust	Government Grants New	Government Grants Cfwd	Contribution	Estimated Brought Fwd	Loan	Total Required Expenditure
432-1	C1200	432	Library book purchases				216,104	-	-	-	-	-	-	-	216,104
432-2	C1200	432	Library periodical purchases				30,000	-	-	-	-	-	-	-	30,000
525-1	C1208	525	Customer Service Centralisation Project				96,000	-	-	-	-	-	-	-	96,000
631-1	0000	631	Workshop Administration Relocation				60,000	-	-	-	-	-	-	-	60,000
			Corporate Projects				**402,104**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**402,104**
333-1	C1008	333	Network Infrastructure Upgrade (Admin)				319,000	-	-	-	-	-	-	-	319,000
333-2	C1010	333	Network Infrastructure Upgrade (WOC)				167,000	-	-	-	-	-	-	-	167,000
333-3	C1007	333	Corporate Printers Replacement				24,000	-	-	-	-	-	-	-	24,000
			Information Technology Projects				**510,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**510,000**
345-1		345	CCTV Hardware Replacement Program				125,000	-	-	-	-	-	-	-	125,000
345-2		345	Currambine Community Centre Hardware Replacement				20,000	-	-	-	-	-	-	-	20,000
345-3		345	CCTV Whitfords Park West Underpass				30,000	-	-	-	-	-	-	-	30,000
425-1	A4205	425	Sound Level Meter Equipment				25,544	-	-	-	-	-	-	-	25,544
442-1	C1021	442	Purchase of Artworks				20,000	-	-	-	-	-	-	-	20,000
442-2	C1077	442	Public Art				50,000	312,049	-	-	-	-	-	-	362,049
442-3	C1078	442	Commissioning for the City's Art Collection				15,000	-	-	-	-	-	-	-	15,000
444-1		444	Body Composition Analyser				30,000	-	-	-	-	-	-	-	30,000
444-2		444	Craigie LC Alfresco Dining Refurbishment				250,000	-	-	-	-	-	-	-	250,000
NA	C1230	220	Ocean Reef Sea Sports Club Contribution				4,810,000	-	-	-	-	-	-	-	4,810,000
			Other Capital Projects				**5,375,544**	**312,049**	**-**	**-**	**-**	**-**	**-**	**-**	**5,687,593**
			Total Projects				**6,287,648**	**312,049**	**-**	**-**	**-**	**-**	**-**	**-**	**6,599,697**

Capital Works

Project Number	Cost Code	Team	Project Name	Description	Suburb	Ward	Municipal	Reserve	Trust	Government Grants New	Government Grants Cfwd	Contribution	Estimated Brought Fwd	Loan	Total Required Expenditure
BCW2020	W4104	644	Building Component Renewal Program	Renewal of building components across City facilities, as per the Building Asset Management Plan	Multiple Suburbs	Various	-	120,000	-	-	-	-	-	-	120,000
BCW2025	W2609	644	Building Capital Upgrade Works	Minor building upgrade works across City facilities, as per the Building Asset Management Plan	Multiple Suburbs	Various	50,000	-	-	-	-	-	-	-	50,000
BCW2028	W4494	644	Sir James McCusker Park Toilets	Installation of universal access toilet facilities at Sir James McCusker Park (multi-year project)	Iluka	North	10,000	-	-	-	-	-	-	-	10,000
BCW2450	W2616	644	Environmental Initiatives	Water and energy efficiency initiatives	Multiple Suburbs	Various	100,000	-	-	-	-	-	-	-	100,000
BCW2573	W3070	644	Short Life Services Renewal Program	Renewal of short life systems, such as hot water systems, electrical switch boards and air-conditioning units, across identified facilities	Multiple Suburbs	Various	-	150,000	-	-	-	-	-	-	150,000
BCW2595	W4331	644	Christchurch Park Changerooms Refurbishment	Refurbishment of toilet/changeroom including new storage area (multi-year project)	Currambine	North	300,000	100,000	-	-	-	-	-	-	400,000
BCW2596	W4495	644	Prince Regent Park Facility Refurbishment	Refurbishment of toilet/changeroom and construction of external park universal access toilet, kiosk and additional storage facilities (multi-year project)	Heathridge	North Central	40,000	-	-	-	-	-	-	-	40,000
BCW2620	W4332	644	Civic Centre Slab Waterproofing	Waterproofing of the suspended roof slabs and drainage improvements in the Civic Centre and Library undercroft parking areas	Joondalup	North	-	950,000	-	-	-	-	-	-	950,000

Project Number	Cost Code	Team	Project Name	Description	Suburb	Ward	Municipal	Reserve	Trust	Government Grants New	Government Grants Cfwd	Contribution	Estimated Brought Fwd	Loan	Total Required Expenditure
BCW2625	W4160	644	Ocean Reef Park Toilets and Changerooms	Reconstruction of toilet / changerooms	Ocean Reef	North Central	50,000	-	-	-	-	-	-	-	50,000
BCW2634	W3664	644	Duffy House Restoration	Restoration of Duffy House including widening of access road, new fencing and pathway.	Woodvale	Central	75,000	-	-	-	-	-	-	-	75,000
BCW2640	W4333	644	Percy Doyle Football / Tee Ball Clubroom	Upgrade of changerooms for unisex usage, construction of external park universal access toilet and additional storage facilities. Works include renewal of heating, cooling, alarm system, flooring and walls rendering as required (multi-year project)	Duncraig	South	30,000	-	-	-	-	-	-	-	30,000
BCW2669	W4335	644	Greenwood Scout Hall Refurbishment	Refurbishment works at Greenwood Scout Hall and minor works at Calectasia Hall (multi-year project)	Greenwood	South-East	-	-	-	560,000	-	-	-	-	560,000
BCW2674	W4628	644	Grove Child Care UAT	Installation of new universal access toilet at the Grove Child Care Facility (multi-year project)	Warwick	South	5,000	-	-	-	-	-	-	-	5,000
BCW2676	W4496	644	Joondalup Admin Roof Balustrades	Replacement of rooftop height safety balustrades and footing walls	Joondalup	North	-	1,000,000	-	-	-	-	-	-	1,000,000
			Major Building Capital Works Program				**660,000**	**2,320,000**	**-**	**560,000**	**-**	**-**	**-**	**-**	**3,540,000**
FNM2051	W2622	623	Coastal Fencing Program	Renewal of fencing within coastal foreshore reserves and along pathways servicing the area	Multiple Suburbs	Various	-	120,000	-	-	-	-	-	-	120,000
FNM2058	W3076	623	Conservation Reserves Signage	Design, fabrication and installation of signage in conservation reserves	Multiple Suburbs	Various	20,000	-	-	-	-	-	-	-	20,000
FNM2059	W2826	623	Bushland Reserve Fencing Program	Construct new, and replace damaged, ageing bushland fences in various locations throughout the City	Multiple Suburbs	Various	-	90,000	-	-	-	-	-	-	90,000
FNM2076	W3078	623	Natural Areas Asset Improvement Program	Renewal of existing assets and provision of new infrastructure within natural areas	Multiple Suburbs	Various	-	30,000	-	-	-	-	-	-	30,000
FNM2095	W4342	623	Mullaloo North Beach Connection	Construction of beach access from Mullaloo North Beach to coastal dual use path	Mullaloo	North Central	200,000	-	-	-	-	-	-	-	200,000
FNM2100	W4498	623	Sorrento Beach Dune Improvements	Modifications to the dunes at Sorrento Beach	Sorrento	South-West	-	100,000	-	-	-	-	-	-	100,000
FNM2103	W4492	623	Coastal and Estuarine Mitigation Program	Renewal & upgrade of existing coastal protection infrastructure including MAAC Seawall, Sorrento Seawall, Sorrento Groyne and Mullaloo Seawall	Multiple Suburbs	Various	157,283	-	-	288,767	-	-	-	-	446,050
			Foreshore and Natural Areas Mgmt Program				**377,283**	**340,000**	**-**	**288,767**	**-**	**-**	**-**	**-**	**1,006,050**
FPN2011	W1228	621	Minor Pathway Facilities	Construction of small missing pathway links to activity centres at specified location throughout the City	Multiple Suburbs	Various	20,000	-	-	-	-	-	-	-	20,000
FPN2240	W3472	621	Burns Beach to Mindarie Dual Use Path	Revegetation of disturbed batters on the Dual Use Path between Mindarie and Burns Beach	Burns Beach	North	-	-	-	-	-	-	100,000	-	100,000
FPN2294	W4499	621	Kenny Drive	New pathway on northern verge, from Readshaw Road to 27 Kenny Drive, and additional links through to Marmion Avenue pathways	Duncraig	South	53,000	-	-	-	-	-	-	-	53,000
FPN2296	W4500	621	Monkton Place	New pathway on eastern verge from Stonehaven Parade to Thornton Park	Kinross	North	16,000	-	-	-	-	-	-	-	16,000
FPN2298	W4167	621	Eddystone Avenue Shared Path Upgrade	Upgrade of existing pathway along Eddystone Avenue to 2.5m wide asphalt, from Whitfords Avenue to Craigie Drive (1.8km). Second stage to extend to Ocean Reef Road (multi-year project)	Craigie	Central	65,000	-	-	65,000	-	-	-	-	130,000
FPN2299	W4168	621	Hillarys Cycle Network Expansion	Upgrade to the coastal shared path to 4m, including other path associated upgrades between Hillarys and Burns Beach and new 3m shared path along Hepburn Avenue from Gibson Avenue to Whitfords Avenue (multi-year project)	Multiple Suburbs	Various	-	1,300,000	-	2,150,000	-	-	-	-	3,450,000
FPN2305	W4475	621	Liwara Place	Construction of school connection pathway on southern verge, connecting Orkney Road to existing principle shared pathway (PSP)	Greenwood	South-East	20,000	-	-	-	-	-	-	-	20,000
			New Paths				**174,000**	**1,300,000**	**-**	**2,215,000**	**-**	**-**	**100,000**	**-**	**3,789,000**
FPR2001	W1233	621	Pathway Replacement Program	Replacement, and upgrade where required, of existing pathways throughout the City	Multiple Suburbs	Various	-	30,000	-	-	-	-	-	-	30,000
FPR2269	W4501	621	Shenton Avenue - Delamere to Connolly	Replace existing red asphalt pathway along northern verge of Shenton Avenue, from Delamere Avenue to Connolly Drive, to a 3.0m wide shared pathway standard with flushed kerb and redesign of Delamere Avenue crossing points	Currambine	North	-	285,000	-	-	-	-	-	-	285,000
FPR2278	W4502	621	Marmion Ave - Burns Beach to Caledonia	Replace existing shared pathway, to a 3.0m wide shared path standard with flushed kerb, located on the eastern verge of Marmion Avenue, from Burns Beach Road to Caledonia Avenue, including Langley Mews public accessway	Currambine	North	-	165,000	-	-	-	-	-	-	165,000
FPR2279	W4503	621	Joondalup Drive - Collier to Cord	Replace existing red asphalt pathway on eastern verge of Joondalup Drive, from Collier Pass to Cord Street	Joondalup	North	-	120,000	-	-	-	-	-	-	120,000
FPR2280	W4504	621	Lakeside Drive - Chancellor to Grassbird	Replace existing red asphalt pathway on western verge of Lakeside Drive, from Chancellor Pass to Grassbird Ave	Joondalup	North	-	122,000	-	-	-	-	-	-	122,000
			Slab Path Replacement				**-**	**722,000**	**-**	**-**	**-**	**-**	**-**	**-**	**722,000**
LTM2003	W3705	621	Bus Shelter / Stops Program	Installation of bus shelters, upgrade of pads and linking pathways, at specified locations throughout the City	Multiple Suburbs	Various	48,000	-	-	-	-	-	-	-	48,000
LTM2132	W2862	621	Minor Road Safety Improvements	Minor road safety improvements on local road network including infrastructure improvements, road barrier treatments and road line-marking improvements	Multiple Suburbs	Various	24,000	-	-	-	-	-	-	-	24,000

Project Number	Cost Code	Team	Project Name	Description	Suburb	Ward	Municipal	Reserve	Trust	Government Grants New	Government Grants Cfwd	Contribution	Estimated Brought Fwd	Loan	Total Required Expenditure
LTM2166	W4172	621	Gwendoline Drive Median Upgrade	Road safety improvements along Gwendoline Drive, between Ocean Reef Road and Gradient Way	Beldon	Central	192,000	43,915	-	-	-	-	-	-	235,915
LTM2207	W4505	621	Woodvale Drive LTM Scheme	Install local traffic management scheme between Woodvale Secondary College and Joondalup/Wanneroo boundary (440m)	Woodvale	Central	20,000	-	-	-	-	-	-	-	20,000
LTM2208	W4506	621	Kinross Primary School Crossing Improv.	Upgrade angled opening in refuge island of two existing children's crossings at Kinross Primary School. Location 1: Kinross Drive north of Edinburgh Avenue and Location 2: Edinburgh Avenue west of Kinross Drive	Kinross	North	30,000	-	-	-	-	-	-	-	30,000
LTM2209	W4507	621	Readshaw Road LTM Scheme	Install local traffic management scheme between Marmion Avenue and Barker Avenue (550m). Scheme to include pedestrian crossing adjacent to school main entry (subject to PTA approval)	Duncraig	South	10,000	-	-	-	-	-	-	-	10,000
LTM2210	W4508	621	Honeybush Drive LTM Scheme	Install Local Traffic Management scheme from Eddystone Avenue to Sundew Rise (290m). Scheme to include 2.5m wide red-asphalt flush median with 2m wide concrete path west side and 2x pedestrian crossings midblock	Joondalup	North	10,000	-	-	-	-	-	-	-	10,000
LTM2213	W4509	621	Woodvale Primary School Crossing Improv.	Upgrade various pedestrian crossings at intersections and construct missing pathway links near school including upgrade of the crossing on Trappers Drive, 80m west of Timbercrest Rise	Woodvale	Central	15,000	95,000	-	-	-	-	-	-	110,000
LTM2214	W4510	621	Duncraig Primary School Crossing Improv.	Upgrade various pedestrian crossings at intersections and construct missing pathway links near school including the crossing on Marri Road linking to Marri Park	Duncraig	South	20,000	90,000	-	-	-	-	-	-	110,000
			Local Traffic Management				**369,000**	**228,915**	**-**	**-**	**-**	**-**	**-**	**-**	**597,915**
MPP2006	W3527	621	Pinnaroo Point - Cafe/Kiosk/Restaurant	Construction of a Cafe/Kiosk/Restaurant at Pinnaroo Point	Hillarys	South-West	-	563,000	-	-	-	-	-	-	563,000
MPP2050	W3326	644	Craigie Leisure Centre Upgrades Stage 1	Sports courts, gym and car park. Refurbishment of general rooms, fitting, fixtures and dry side. Extension to gym, group fitness and creche area and upgrades to car park area	Craigie	Central	-	6,850	-	-	-	-	-	-	6,850
MPP2058	W3529	644	Chichester Park Clubrooms Redevelopment	Chichester Park Clubrooms redevelopment	Woodvale	Central	-	4,100	-	-	-	-	-	-	4,100
MPP2076	W4483	644	Sorrento SLSC Redevelopment	Redevelopment of Sorrento Surf Life Saving Club (subject to external funding)	Sorrento	South-West	-	732,880	-	-	-	-	-	-	732,880
MPP2077	W3706	220	Burns Beach - Cafe/Kiosk/Restaurant	Construction of a Cafe/Kiosk/Restaurant at Burns Beach foreshore	Burns Beach	North	-	120,000	-	-	-	-	-	-	120,000
MPP2080	W4177	220	Burns Beach Coastal Node Redevelopment	Redevelopment of infrastructure at the Burns Beach Coastal Node, aligning with the construction of a Cafe/Kiosk/Restaurant at Burns Beach foreshore, as per the Burns Beach Master Plan	Burns Beach	North	-	50,000	-	-	-	-	-	-	50,000
MPP2081	W4629	634	Percy Doyle Skate Park	Provision of outdoor youth recreation facilities at Percy Doyle Reserve	Duncraig	South	-	713,050	-	-	-	-	-	-	713,050
MPP2083	W4630	532	City Centre Place Activation	City Centre Place Activation	Joondalup	North	-	565,000	-	-	-	-	-	-	565,000
			Major Projects Program				**-**	**2,754,880**	**-**	**-**	**-**	**-**	**-**	**-**	**2,754,880**
PDP2252	W2169	623	Tree Planting Program	Planting of new trees at various locations across parks, open spaces, road verges and medians throughout the City	Multiple Suburbs	Various	175,000	-	-	-	-	-	-	-	175,000
PDP2271	W4179	623	Irrigation Infrastructure Renewals	Renewal of irrigation infrastructure at various parks and open spaces throughout the City	Multiple Suburbs	Various	-	50,000	-	-	-	-	-	-	50,000
PDP2348	W4361	623	Barridale Park Irrigation Renewal	Renewal of inground irrigation network including hydrozoning	Kingsley	South-East	160,000	115,000	-	-	-	-	-	-	275,000
PDP2350	W4186	623	Sorrento Bowling Synthetic Turf	Conversion of existing turf at Sorrento Bowling, subject to CSRFF funding	Duncraig	South	97,071	-	-	57,551	-	154,622	40,756	-	350,000
PDP2357	W4512	623	Quarry Ramble Park Cabinet Renewal	Replacement of irrigation cabinet at Quarry Ramble Park	Edgewater	North Central	-	23,000	-	-	-	-	-	-	23,000
PDP2358	W4513	623	Beaumaris Park Cabinet Renewal	Replacement of irrigation cabinet at Beaumaris Park	Ocean Reef	North Central	-	25,000	-	-	-	-	-	-	25,000
PDP2360	W4323	623	Cliff Park Landscaping Improvements	Upgrade of basin area, to create an irrigated turf area, with surrounding mulch and tree planting. Works include installation of universal access pathways and swing access gate	Marmion	South	125,000	-	-	-	-	-	-	-	125,000
PDP2362	W4484	623	Warwick North Cluster Parks Revitalisation	Landscape improvements to Hillwood Park North, Carr Park and Hillwood Park South	Warwick	South	690,000	60,000	-	-	-	-	-	-	750,000
PDP2363	W4485	623	Greenwood N/E Cluster Parks Revitalisation	Landscape improvements to Hartley Park, Birch Park and Filbert Park	Greenwood	South-East	11,227	-	-	-	-	-	-	-	11,227
PDP2364	W4486	623	Whitfords West Park Amenity Improvement	Landscape upgrades at Whitfords West Park (multi-year project)	Kallaroo	Central	75,000	-	-	-	-	-	-	-	75,000
PDP2367	W4514	623	Warwick Bowling Club Pump Stn Upgrade	Upgrade of existing Warwick Bowling Club pump station facilities	Warwick	South	10,000	-	-	-	-	-	-	-	10,000
PDP2371	W4493	623	Chichester Park Skate & Play Facilities	Incidental skate / all-wheels infrastructure and play equipment (multi-year project)	Woodvale	Central	-	-	-	75,000	-	-	-	-	75,000
PDP2372	W4627	623	Iluka Bowling Green & Lighting Upgrades	Convert bowling green B to synthetic grass including installation of reticulation system, and replace existing sports lighting on both bowling greens A and B at the Joondalup Bowling Club, Iluka District Open Space	Iluka	North	126,324	35,100	-	146,085	-	161,424	-	-	468,933

Project Number	Cost Code	Team	Project Name	Description	Suburb	Ward	Municipal	Reserve	Trust	Government Grants New	Government Grants Cfwd	Contribution	Estimated Brought Fwd	Loan	Total Required Expenditure
			Parks Development Program				**1,469,622**	**308,100**	**-**	**278,636**	**-**	**316,046**	**40,756**	**-**	**2,413,160**
PEP2075	W2452	623	Parks Asset Replacement / Renewal	Renewal of existing assets at parks and public open spaces throughout the City	Multiple Suburbs	Various	-	60,000	-	-	-	-	-	-	60,000
PEP2517	W2875	623	Tennis Court Resurfacing Program	Resurfacing of tennis courts and renewal of associated infrastructure at specified locations throughout the City	Multiple Suburbs	Various	-	60,000	-	-	-	-	-	-	60,000
PEP2619	W3133	623	Bollard and Fencing Renewal Program	Renewal of existing bollards and fencing at parks and public open spaces throughout the City	Multiple Suburbs	Various	-	80,000	-	-	-	-	-	-	80,000
PEP2625	W4362	623	Glenmere Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Warwick	South	-	50,000	-	-	-	-	-	-	50,000
PEP2626	W4363	623	Naturaliste Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Iluka	North	86,650	15,000	-	-	-	-	-	-	101,650
PEP2629	W2469	623	Cricket Infrastructure Renewal Citywide	Renewal of existing cricket infrastructure at parks and public open spaces throughout the City	Multiple Suburbs	Various	-	60,000	-	-	-	-	-	-	60,000
PEP2638	W2471	623	Park Seating Renewal Citywide	Renewal of park seating infrastructure, using latest seating style, at parks and public open spaces throughout the City	Multiple Suburbs	Various	-	40,000	-	-	-	-	-	-	40,000
PEP2644	W2476	623	Park Vehicle Entry Renewal Citywide	Removal of existing chain gates and installation of new swing gates and concrete pads at parks and public open spaces throughout the City	Multiple Suburbs	Various	-	30,000	-	-	-	-	-	-	30,000
PEP2708	W4515	623	Annato Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Greenwood	South-East	8,000	-	-	-	-	-	-	-	8,000
PEP2761	W4516	623	Balanus Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Heathridge	North Central	-	8,000	-	-	-	-	-	-	8,000
PEP2762	W4364	623	Oleaster Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Greenwood	South-East	76,650	25,000	-	-	-	-	-	-	101,650
PEP2763	W4365	623	Kanangra Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Greenwood	South-East	59,000	81,383	-	-	-	-	-	-	140,383
PEP2766	W4517	623	Emerald Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Edgewater	North Central	-	8,000	-	-	-	-	-	-	8,000
PEP2776	W1446	623	Shade Sail Program	Installation of playspace shade sails at specified locations throughout the City	Multiple Suburbs	Various	50,000	-	-	-	-	-	-	-	50,000
PEP2787	W3913	623	Basketball Pad Replacement Program	Renewal of existing basketball pads throughout the City	Multiple Suburbs	Various	47,675	50,000	-	-	-	-	-	-	97,675
PEP2796	W4369	623	Gerda Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Greenwood	South-East	58,400	26,000	-	-	-	-	-	-	84,400
PEP2801	W4370	623	Cliff Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Marmion	South	68,900	15,500	-	-	-	-	-	-	84,400
PEP2805	W4373	623	Legana Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Kingsley	South-East	110,150	36,000	-	-	-	-	-	-	146,150
PEP2806	W4374	623	Glenbank Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Kallaroo	Central	81,650	20,000	-	-	-	-	-	-	101,650
PEP2814	W4376	623	Poseidon Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Heathridge	North Central	108,150	40,000	-	-	-	-	-	-	148,150
PEP2815	W4377	623	Baltusrol Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Connolly	North Central	78,150	70,000	-	-	-	-	-	-	148,150
PEP2844	W4518	623	Brisbane Park Playspace Renewal	Renewal of existing play equipment with all-wheels track, bench seating and shade trees	Padbury	South-West	-	10,000	-	-	-	-	-	-	10,000
PEP2845	W4519	623	Gleddon Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Hillarys	South-West	-	8,000	-	-	-	-	-	-	8,000
PEP2848	W4379	623	Water Tower Park Playspace Renewal	Renewal of existing play equipment inclusive of nature play, softfall, access pathways, retaining walls, bench seating and shade trees	Joondalup	North	132,250	25,000	-	-	-	-	-	-	157,250
PEP2849	W4380	623	Barridale Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Kingsley	South-East	61,150	95,000	-	-	-	-	-	-	156,150
PEP2850	W4381	623	Bridgewater Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Kallaroo	Central	55,250	60,000	-	-	-	-	-	-	115,250
PEP2851	W4382	623	Admiral Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Heathridge	North Central	57,250	55,000	-	-	-	-	-	-	112,250
PEP2852	W4383	623	Hillarys Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, access pathways, retaining walls, bench seating and shade trees	Hillarys	South-West	27,250	85,000	-	-	-	-	-	-	112,250
PEP2854	W4520	623	Basketball Pad Installation	Installation of new basketball pad facilities at specified locations throughout the City	Multiple Suburbs	Various	75,000	-	-	-	-	-	-	-	75,000
PEP2855	W4480	623	Nanika Park Playspace Installation	Installation of new playspace in Nanika Park	Joondalup	North	143,500	-	-	-	-	-	-	-	143,500
PEP2866	W4521	623	Mawson Park West Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Hillarys	South-West	-	15,000	-	-	-	-	-	-	15,000

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PEP2867	W4522	623	James Cook Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Hillarys	South-West	7,000	-	-	-	-	-	-	-	7,000
PEP2870	W4523	623	MacNaughton Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Kinross	North	-	8,000	-	-	-	-	-	-	8,000
PEP2873	W4524	623	Clare Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Sorrento	South-West	-	8,000	-	-	-	-	-	-	8,000
PEP2874	W4525	623	Trappers Park Playspace Renewal	Renewal of existing play equipment inclusive of softfall, retaining walls, bench seating and shade trees	Woodvale	Central	-	8,000	-	-	-	-	-	-	8,000
			Parks Equipment Prog				**1,392,025**	**1,151,883**	**-**	**-**	**-**	**-**	**-**	**-**	**2,543,908**
PFP2066	W3354	621	Pinnaroo Point Parking Improvements	Parking improvements to cater for the new Pinnaroo Point Café	Hillarys	South-West	611,633	58,439	-	-	-	-	-	-	670,072
PFP2082	W4526	621	Ocean Reef Park Parking Improvements	Construct ACROD and standard parking bays adjacent to the changerooms on Clinker Road. Works to Include new pathways, to appropriate access and inclusion standards, connecting the verge pathway and parking to the changerooms	Ocean Reef	North Central	260,000	-	-	-	-	-	-	-	260,000
PFP2090	W4527	621	Merrifield Place Parking Improvements	Formalisation of on-street parking on the western side of Merrifield Place. Works include parking embayment nibs and back of kerb pathway linking to the public access way	Mullaloo	North Central	100,000	-	-	-	-	-	-	-	100,000
PFP2102	W4528	621	Tom Simpson Nth/Sth Carparks Improvement	Upgrade of south and north carparks servicing Tom Simpson Park to align with the coastal shared path upgrade project. Works to include reconfiguration to optimise layout and resurfacing	Mullaloo	North Central	-	50,000	-	-	-	-	-	-	50,000
			Parking Facilities Program				**971,633**	**108,439**	**-**	**-**	**-**	**-**	**-**	**-**	**1,080,072**
RDC2003	W4112	621	Bridge & Underpass Refurbishment Program	Undertake routine renewal / refurbishment of underpasses and bridges to ensure asset preservation, meet structural ratings, and for safety and security consideration	Multiple Suburbs	Various	25,000	-	-	-	-	-	-	-	25,000
RDC2008	W3946	621	Major Road & Intersection Improvement Program	Dual carriageway conversions with bicycle lanes and left and right turn lanes of existing single carriageway arterial road. Funding subject to multi-criteria analysis as part of Metropolitan Regional Road Program (MRRG) and COJ Transportation Study	Multiple Suburbs	Various	50,000	-	-	-	-	-	-	-	50,000
RDC2027	W4206	621	Joondalup / Hodges Intersection Upgrade	Upgrade of Joondalup Drive / Hodges Drive intersection, including additional right turn lane from Hodges Dr to Joondalup Dr southbound, turning pockets and streetlight, pedestrian facilities and Mitchell Fwy southbound access upgrades (multi-year project)	Joondalup	North	611,200	-	-	918,970	-	-	-	-	1,530,170
RDC2029	W4529	621	Joondalup / Lakeside (N) Roundabout	Upgrade the intersection of Joondalup Drive and Lakeside Drive (north) to a roundabout, northbound cycle lane bypass, upgrade lighting to AS1158, skid resistance and upgrade of pedestrian/cyclist facilities (multi-year project 2-year 23/24 - 24/25)	Joondalup	North	141,000	-	-	282,000	-	-	-	-	423,000
RDC2030	W4487	621	Moolanda Blvd Pedestrian Footbridge	Renewal of the Pedestrian Footbridge over Moolanda Boulevard in Kingsley, including removal of the existing footbridge.	Kingsley	South-East	-	100,000	-	-	-	-	-	-	100,000
RDC2031	W4488	621	Hepburn Ave - Lilburne to Walter Padbury	Hepburn Avenue improvements between Lilburne Avenue and Walter Padbury Boulevard, including the installation of traffic signals at Lilburne Avenue intersection and a dual-lane roundabout at Walter Padbury Boulevard intersection	Multiple Suburbs	Various	-	-	-	300,000	-	-	-	-	300,000
RDC2032	W4530	621	Eddystone Ave - Joondalup to Honeybush	Upgrade of Eddystone Avenue from Joondalup Drive to Honeybush Drive. Works include construction of additional westbound lane and modify turning lanes at Joondalup Drive and Honeybush Drive intersections (multi-year project)	Joondalup	North	20,448	-	-	40,895	-	-	-	-	61,343
			Major Road Construction Program				**847,648**	**100,000**	**-**	**1,541,865**	**-**	**-**	**-**	**-**	**2,489,513**
RPR2004	W1108	621	Road Preservation and Rehabilitation Program	Renewal and rehabilitation works on the access roads, local distributor roads and laneways, within the City's road network	Multiple Suburbs	Various	-	195,000	-	-	-	-	-	-	195,000
RPR2005	W4113	621	Parking Surfaces Renewal Program	Renewal and rehabilitation of surfaces and kerbing for City's at-grade car parks and street parking	Multiple Suburbs	Various	-	200,000	-	-	-	-	-	-	200,000
RPR3053	W4532	621	Seaflower Crescent	Mildura Road to Mildura Road. Resurfacing and rehabilitation works to local access road	Craigie	Central	-	237,000	-	-	-	-	-	-	237,000
RPR3139	W4390	621	Gwendoline Drive	Ocean Reef Road to Gradient Way, including median and intersection traffic treatments. Resurfacing and rehabilitation works to local distributor road	Beldon	Central	-	29,000	-	168,000	-	-	-	-	197,000
RPR3267	W4533	621	Morrell Court	Coolibah Drive to cul-de-sac, including cul-de-sac head improvement. Resurfacing and rehabilitation works to local access road	Greenwood	South-East	45,000	30,000	-	-	-	-	-	-	75,000
RPR3271	W4534	621	Allenswood (SB) - Blackall to Merivale	Southbound Carriageway, Blackall Drive to Merivale Way, excluding roundabout. Resurfacing and rehabilitation works to local distributor road	Greenwood	South-East	-	-	-	210,000	-	-	-	-	210,000
RPR3272	W4535	621	Allenswood (SB) - Merivale to Warwick	Southbound Carriageway, Merivale Way to Warwick Road, excluding roundabout. Resurfacing and rehabilitation works to local distributor road	Greenwood	South-East	-	4,000	-	157,000	-	-	-	-	161,000

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RPR3278	W4536	621	Elias Court	Coolibah Drive to cul-de-sac, including cul-de-sac head improvements. Resurfacing and rehabilitation works to local access road	Greenwood	South-East	45,000	35,000	-	-	-	-	-	-	80,000
RPR3279	W4537	621	Oleaster Way	Blackall Drive to Wirilda Crescent, including cul-de-sac and cul-de-sac head improvements. Resurfacing and rehabilitation works to local access road	Greenwood	South-East	46,000	94,000	-	-	-	-	-	-	140,000
RPR3310	W4538	621	Camberwarra Dr / Eagle St Intersection	Camberwarra Drive and Eagle Street Intersection. Works include new pathway installation from north-western corner of intersection to the existing path next to the tennis courts. Resurfacing and rehabilitation works to local distributor road	Craigie	Central	-	-	-	66,000	-	-	-	-	66,000
RPR3311	W4539	621	Eddystone Av - Eagle St to Allambie Dr	Eagle Street to Allambie Drive, including both intersections. Resurfacing to local distributor road	Craigie	Central	15,000	51,000	-	206,000	-	-	-	-	272,000
RPR3312	W4540	621	Corwin Lane	Clermont Gardens to Emila Close. Resurfacing and rehabilitation works to local access road	Currambine	North	-	17,000	-	-	-	-	-	-	17,000
RPR3313	W4541	621	Pinmore Lane	Columbus Mews to Pilgrim Place. Resurfacing and rehabilitation works to local access road	Currambine	North	-	31,050	-	-	-	-	-	-	31,050
RPR3314	W4542	621	Cooba Place	Currajong Road to cul-de-sac, including cul-de-sac head improvement and new pathway from public access way to Currajong Road. Resurfacing and rehabilitation works to local access road	Duncraig	South	71,500	75,000	-	-	-	-	-	-	146,500
RPR3316	W4543	621	Bernedale Wy - Nicholli to Langholm	Nicholli Street to Langholm Place, including Nicholli Street intersection. Resurfacing to local access road	Duncraig	South	-	3,000	-	158,000	-	-	-	-	161,000
RPR3319	W4544	621	Dauntless Way	Gilbert Road to Sullivan Road. Resurfacing and rehabilitation works to local access road	Duncraig	South	-	102,000	-	-	-	-	-	-	102,000
RPR3320	W4545	621	Glengarry (NB) - Arnisdale to Carbridge	Northbound Carriageway, Arnisdale Road to Carbridge Way, including Portree Way intersection. Resurfacing and rehabilitation works to local distributor road	Duncraig	South	-	8,000	-	72,000	-	-	-	-	80,000
RPR3321	W4546	621	Glengarry (NB) - Carbridge to Carlyle	Northbound Carriageway, Carbridge Way to Carlyle Crescent, including Carbridge Way intersection and Lennoxtown Road intersection. Resurfacing and rehabilitation works to local distributor road	Duncraig	South	-	73,000	-	-	-	-	-	-	73,000
RPR3322	W4547	621	Glengarry (NB) - Carlyle to Doveridge	Northbound Carriageway, Carlyle Crescent to Doveridge Drive. Resurfacing and rehabilitation works to local distributor road	Duncraig	South	-	-	-	70,000	-	-	-	-	70,000
RPR3324	W4548	621	Blackall Dr - Hartley Ct to Filbert St	Hartley Court to Filbert Street. Resurfacing and rehabilitation works to local distributor road	Greenwood	South-East	-	-	-	182,000	-	-	-	-	182,000
RPR3328	W4549	621	Christmas / King Edward Intersection	Christmas Avenue and King Edward Drive intersection. Resurfacing and rehabilitation works to local access road	Heathridge	North Central	-	25,000	-	-	-	-	-	-	25,000
RPR3329	W4550	621	Flotilla Road	Peninsula Avenue to Channel Drive. Resurfacing and rehabilitation works to local access road	Heathridge	North Central	-	148,000	-	-	-	-	-	-	148,000
RPR3330	W4551	621	David Cr - Mawson (N) to Mackay (N)	Mawson Crescent (North) to Mackay Way (North). Resurfacing and rehabilitation works to local access road	Hillarys	South-West	-	114,000	-	-	-	-	-	-	114,000
RPR3332	W4552	621	Burns Beach / Whitehaven Roundabout	Burns Beach Road and Whitehaven Avenue Roundabout, including installation of new pedestrian crossings on the eastern and western legs of the roundabout. Resurfacing and rehabilitation works to District A distributor road	Iluka	North	-	90,000	-	-	-	-	-	-	90,000
RPR3335	W4553	621	Barnet Place	Dalmain Street to cul-de-sac. Resurfacing and rehabilitation works to local access road	Kingsley	South-East	3,000	59,000	-	-	-	-	-	-	62,000
RPR3337	W4554	621	Erith Close	Sheen Court to cul-de-sac. Resurfacing and rehabilitation works to local access road	Kingsley	South-East	-	35,000	-	-	-	-	-	-	35,000
RPR3338	W4555	621	Sheen Court	Maldon Road to cul-de-sac. Resurfacing and rehabilitation works to local access road	Kingsley	South-East	-	80,000	-	-	-	-	-	-	80,000
RPR3341	W4556	621	Chauncey Court	Handcock Way to cul-de-sac. Resurfacing and rehabilitation works to local access road	Kingsley	South-East	-	54,000	-	-	-	-	-	-	54,000
RPR3343	W4557	621	Bargate Way	Moolanda Boulevard to Harness Street. Resurfacing and rehabilitation works to local access road	Kingsley	South-East	-	111,000	-	69,000	-	-	-	-	180,000
RPR3345	W4558	621	Willesden Avenue	Wimbledon Avenue to Wimbledon Avenue. Resurfacing and rehabilitation works to local access road	Kingsley	South-East	-	170,000	-	-	-	-	-	-	170,000
RPR3349	W4559	621	Mullaloo Dr - Koorana Rd to Centaur St	Koorana Road Roundabout to Centaur Street, including roundabout, median traffic treatment and pedestrian crossings. Resurfacing and rehabilitation works to local distributor road	Mullaloo	North Central	-	-	-	194,000	-	-	-	-	194,000
RPR3350	W4560	621	Mullaloo Dr - Centaur St to Standford Rd	Centaur Street to Stanford Road. Resurfacing and rehabilitation works to local distributor road	Mullaloo	North Central	-	153,000	-	-	-	-	-	-	153,000
RPR3351	W4561	621	Mullaloo Drv - Dampier Ave to Balga Way	Dampier Avenue to Balga Way. Resurfacing and rehabilitation works to local distributor road	Mullaloo	North Central	-	8,000	-	155,000	-	-	-	-	163,000
RPR3354	W4562	621	Mead Cove	Herreshoff Ramble to cul-de-sac. Resurfacing and rehabilitation works to local access road	Ocean Reef	North Central	-	51,000	-	-	-	-	-	-	51,000
RPR3356	W4563	621	Jason Place	Macquarie Avenue to cul-de-sac including eyebrow. Resurfacing and rehabilitation works to local access road	Padbury	South-West	11,000	108,000	-	-	-	-	-	-	119,000
RPR3358	W4564	621	Fraser Way	Gregory Avenue to Fraser Way. Resurfacing and rehabilitation works to local access road	Padbury	South-West	-	2,000	-	181,000	-	-	-	-	183,000
RPR3360	W4565	621	Cape Court	Sandpiper Street to cul-de-sac. Resurfacing and rehabilitation works to local access road	Sorrento	South-West	-	55,000	-	-	-	-	-	-	55,000

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RPR3361	W4566	621	St Patricks Rd - Arbery Ave to Lane Two	Arbery Avenue to Lane Two. Resurfacing and rehabilitation works to local access road	Sorrento	South-West	-	62,000	-	-	-	-	-	-	62,000
RPR3363	W4567	621	Hovea Avenue	Floribunda Avenue to Warwick Road. Resurfacing and rehabilitation works to local access road	Sorrento	South-West	-	81,000	-	-	-	-	-	-	81,000
RPR3364	W4568	621	Templetonia Avenue	Floribunda Avenue to Warwick Road. Resurfacing and rehabilitation works to local access road	Sorrento	South-West	16,000	101,000	-	-	-	-	-	-	117,000
RPR3366	W4569	621	Clontarf St - Freeman to St Patricks	Freeman Way to St Patricks Road. Resurfacing and rehabilitation works to local access road	Sorrento	South-West	-	186,000	-	-	-	-	-	-	186,000
RPR3367	W4570	621	Catherine Close	Trappers Drive to cul-de-sac. Resurfacing and rehabilitation works to local access road	Woodvale	Central	7,000	70,000	-	-	-	-	-	-	77,000
RPR3368	W4571	621	Penny Lane	Trappers Drive to cul-de-sac. Resurfacing and rehabilitation works to local access road	Woodvale	Central	6,000	68,000	-	-	-	-	-	-	74,000
RPR3369	W4572	621	Leanne Close	Penny Lane to cul-de-sac. Resurfacing and rehabilitation works to local access road	Woodvale	Central	3,500	72,000	-	-	-	-	-	-	75,500
RPR3370	W4573	621	Appletree Place	Trailwood Drive to cul-de-sac. Resurfacing and rehabilitation works to local access road	Woodvale	Central	-	65,000	-	-	-	-	-	-	65,000
RPR3371	W4574	621	Tracy Turn	Trailwood Drive to cul-de-sac, including Trailwood Drive intersection. Resurfacing and rehabilitation works to local access road	Woodvale	Central	-	62,000	-	-	-	-	-	-	62,000
RPR3372	W4575	621	Castlegate Way	Trappers Drive to Timberlane Drive. Resurfacing and rehabilitation works to local access road	Woodvale	Central	-	205,000	-	-	-	-	-	-	205,000
RPR3379	W4576	621	Mildura Road	Camberwarra Drive to Seaflower Crescent (South). resurfacing and rehabilitation works to local access road.	Craigie	Central	-	57,000	-	-	-	-	-	-	57,000
RPR3382	W4577	621	Paragon/Santa Anna Intersection	Paragon Rise and Santa Anna Mews intersection. resurfacing and rehabilitation works to local access road.	Currambine	North	-	17,000	-	-	-	-	-	-	17,000
RPR3384	W4578	621	Banff Court	Langholm Place to cul-de-sac. resurfacing and rehabilitation works to local access road.	Duncraig	South	-	43,000	-	-	-	-	-	-	43,000
RPR3385	W4579	621	Bracadale Avenue	Lennoxtown Road to Glengarry Drive. resurfacing and rehabilitation works to local access road.	Duncraig	South	-	-	-	132,000	-	-	-	-	132,000
RPR3386	W4580	621	Culloden Road	Kinloch Place to Glengarry Drive. resurfacing and rehabilitation works to local access road.	Duncraig	South	-	137,000	-	-	-	-	-	-	137,000
RPR3387	W4581	621	Huntly Court	Macaulay Avenue to cul-de-sac. resurfacing and rehabilitation works to local access road.	Duncraig	South	-	24,000	-	-	-	-	-	-	24,000
RPR3395	W4582	621	Hartley Court	Blackall Drive to both cul-de-sacs. resurfacing and rehabilitation works to local access road.	Greenwood	South-East	-	92,000	-	-	-	-	-	-	92,000
RPR3396	W4583	621	Hepburn Ave (WB) - Karuah to Kingsley	Westbound Carriageway, Karuah Way to Kingsley Drive. resurfacing and rehabilitation works to District A Distributor.	Greenwood	South-East	-	69,671	-	139,341	-	-	-	-	209,012
RPR3398	W4584	621	Cormorant Court	Poseidon Road to cul-de-sac. resurfacing and rehabilitation works to local access road.	Heathridge	North Central	-	86,000	-	-	-	-	-	-	86,000
RPR3399	W4585	621	Rudder Court	Siren Road to cul-de-sac. resurfacing and rehabilitation works to local access road.	Heathridge	North Central	-	103,000	-	-	-	-	-	-	103,000
RPR3404	W4586	621	Gore Place	Monkhouse Way to cul-de-sac. resurfacing and rehabilitation works to local access road.	Hillarys	South-West	-	45,000	-	-	-	-	-	-	45,000
RPR3405	W4587	621	Hicks Way	Green Road to Green Road. resurfacing and rehabilitation works to local access road.	Hillarys	South-West	-	97,000	-	-	-	-	-	-	97,000
RPR3406	W4588	621	Monkhouse Way	Solander Road to Solander Road. resurfacing and rehabilitation works to local access road.	Hillarys	South-West	-	150,000	-	-	-	-	-	-	150,000
RPR3407	W4589	621	Nash Street	Green Road to Solander Road. resurfacing and rehabilitation works to local access road.	Hillarys	South-West	-	46,000	-	-	-	-	-	-	46,000
RPR3408	W4590	621	Sporing Way	Green Road to Nash Street. resurfacing and rehabilitation works to local access road.	Hillarys	South-West	-	162,000	-	-	-	-	-	-	162,000
RPR3411	W4591	621	Whitfords Ave (WB) - SC RDB to Dampier	Westbound Carriageway, Shopping Centre Roundabout to Dampier Avenue. resurfacing and rehabilitation works to District A Distributor.	Hillarys	South-West	-	84,978	-	169,955	-	-	-	-	254,933
RPR3412	W4592	621	Grand Blvd (NB) - Kendrew to Collier	Northbound Carriageway, Kendrew Cresent to Collier Pass. resurfacing and rehabilitation works to District A Distributor.	Joondalup	North	-	30,031	-	60,062	-	-	-	-	90,093
RPR3413	W4593	621	Joondalup Dr (SB) - Aston to Clarke	Southbound Carriageway, Aston Street to Clarke Crescent. resurfacing and rehabilitation works to District A Distributor.	Joondalup	North	-	31,238	-	62,476	-	-	-	-	93,714
RPR3414	W4594	621	Joondalup Dr (SB) - Clarke to Grand Blvd	Southbound Carriageway, Clarke Crescent to Grand Boulevard. resurfacing and rehabilitation works to District A Distributor.	Joondalup	North	-	19,747	-	39,494	-	-	-	-	59,241
RPR3415	W4595	621	Joondalup Dr (SB) - Lakeside(N) to Moore	Southbound Carriageway, Lakeside Drive (North) to Moore Drive. resurfacing and rehabilitation works to District A Distributor.	Joondalup	North	-	26,163	-	52,325	-	-	-	-	78,488
RPR3416	W4596	621	Lakeside Dr - Deakin to Chancellor	Deakin Gate to Chancellor Pass. resurfacing and rehabilitation works to District B Distributor.	Joondalup	North	-	179,691	-	359,382	-	-	-	-	539,073
RPR3428	W4597	621	Blaxland Way	Macquarie Avenue to Macquarie Avenue. resurfacing and rehabilitation works to local access road.	Padbury	South-West	-	207,000	-	-	-	-	-	-	207,000
RPR3431	W4598	621	Hacking Place	Giles Avenue to cul-de-sac. resurfacing and rehabilitation works to local access road.	Padbury	South-West	-	78,000	-	-	-	-	-	-	78,000
RPR3433	W4599	621	Livingstone Way	Gibson Avenue to Gibson Avenue. resurfacing and rehabilitation works to local access road.	Padbury	South-West	5,000	137,000	-	-	-	-	-	-	142,000
RPR3435	W4600	621	Nile Court	Livingstone Way to cul-de-sac. resurfacing and rehabilitation works to local access road.	Padbury	South-West	-	34,000	-	-	-	-	-	-	34,000

Project Number	Cost Code	Team	Project Name	Description	Suburb	Ward	Municipal	Reserve	Trust	Government Grants New	Government Grants Cfwd	Contribution	Estimated Brought Fwd	Loan	Total Required Expenditure
RPR3436	W4601	621	Stanley Place	Livingstone Way to cul-de-sac. resurfacing and rehabilitation works to local access road.	Padbury	South-West	-	50,000	-	-	-	-	-	-	50,000
			Road Preservation/Resurfacing Program				**274,000**	**5,425,569**	**-**	**2,903,035**	**-**	**-**	**-**	**-**	**8,602,604**
SBS2091	W4292	621	Marmion/Coral Intersection Upgrade	Install left turn deceleration lane, seagull island in median and extend right turn on Marmion Avenue. Install left turn pocket of Coral Street. Upgrade pedestrian facilities to current standards (multi-year project)	Kallaroo	Central	-	-	-	197,240	-	-	-	-	197,240
SBS2092	W4293	621	Marmion/Forrest Intersection Upgrade	Install left turn deceleration lane, seagull island in median and extend right turn on Marmion Avenue. Reconfigure traffic island on Forrest Road eastern approach. Upgrade pedestrian facilities to current standards (multi-year project)	Padbury	South-West	150,000	-	-	154,000	-	-	-	-	304,000
SBS2093	W4294	621	Ocean Reef/Gwendoline Intersection Upgrade	Improvements to westbound carriageway including cycle lane, left turn pocket on eastern approach and right turn pocket on western approach on Ocean Reef Road, install left turn pocket on Gwendoline and upgrade of pedestrian facilities (multi-year project)	Beldon	Central	-	-	-	634,575	-	-	-	-	634,575
SBS2094	W4462	621	Joondalup/Lakeside South Traffic Signals	Installation of overhead mast arm traffic signals on northern (Joondalup Drive southbound) and southern (Joondalup Drive northbound) approaches to the Joondalup Drive/Lakeside Drive/Sundew Rise intersection (multi-year project)	Joondalup	North	-	-	-	48,000	-	-	-	-	48,000
SBS2095	W4463	621	Hepburn/Amalfi Roundabout Improvement	Improvements to the Hepburn Avenue / Amalfi Drive / Howland Road Roundabout. Works include pre-deflection on east approach, skid resistance treatments and upgrades to lighting, pedestrian and cyclist facilities (multi-year project)	Hillarys	South-West	50,000	95,130	-	481,300	-	-	-	-	626,430
SBS2096	W4464	621	Hepburn/Karuah Intersection Improvement	Improvements to the Hepburn Avenue / Karuah Way intersection. Works include left and right turn pockets, eastbound shoulder, kerb realignments, crossing relocation and upgrades to lighting, pedestrian and cyclist facilities (multi-year project)	Greenwood	South-East	47,450	30,000	-	744,500	-	-	-	-	821,950
SBS2097	W4607	621	Hepburn/Moolanda Roundabout Construction	Upgrade the intersection of Hepburn Avenue and Moolanda Boulevard to a 2-lane roundabout, with pre-deflections on east and west leg approaches	Multiple Suburbs	Various	-	-	-	50,000	-	-	-	-	50,000
			Blackspot Projects				**247,450**	**125,130**	**-**	**2,309,615**	**-**	**-**	**-**	**-**	**2,682,195**
SSE2056	W3450	623	City Centre Streetscape Renewal Program	Renewal of landscaping and street infrastructure within the Joondalup City Centre	Joondalup	North	-	50,000	-	-	-	-	-	-	50,000
SSE2057	W3014	623	Leafy City Program	Planting of trees throughout the City to improve the urban forest	Multiple Suburbs	Various	500,000	-	-	-	-	-	-	-	500,000
SSE2059	W4295	623	Joondalup Drive Streetscape Upgrades	Landscaping upgrades of medians and verges along Joondalup Drive, from Moore Drive to Burns Beach Road	Joondalup	North	320,000	250,000	-	-	-	-	-	-	570,000
SSE2061	W4608	623	Whitfords - Marmion to Belrose Median Upgrade	Landscaping upgrades to road medians along Whitfords Avenue between Marmion Avenue and Belrose Entrance including roundabouts	Multiple Suburbs	Various	10,000	-	-	-	-	-	-	-	10,000
			Streetscape Enhancement Program				**830,000**	**300,000**	**-**	**-**	**-**	**-**	**-**	**-**	**1,130,000**
STL2003	W1602	621	Joondalup City Centre Lighting	Staged replacement of existing lighting infrastructure to improve efficiency, reduce running costs and replace defective poles	Joondalup	North	30,000	250,000	-	-	-	-	-	-	280,000
STL2005	W1331	621	Distributor and Local Road Lighting	Street lighting enhancements to the distributor and local road network throughout the City	Multiple Suburbs	Various	30,000	-	-	-	-	-	-	-	30,000
STL2052	W3020	621	Lighting Infrastructure Renewal Program	Replacement of existing park, public open space, public access way and carpark lighting infrastructure throughout the City	Multiple Suburbs	Various	-	25,000	-	-	-	-	-	-	25,000
STL2121	W4609	621	Forrest Park Sports Lighting Upgrade	Installation of 4 new poles and sports lights to illuminate park to the required standards for large ball sports	Padbury	South-West	234,677	25,000	-	190,323	-	-	-	-	450,000
STL2127	W4610	621	Elcar Park Pathway Lighting	Installation of 2 new 8m light poles with LED luminaires within Elcar Park dog exercise area	Joondalup	North	10,000	-	-	-	-	-	-	-	10,000
STL2130	W4611	621	Albion Park PAW Lighting Improvements	Replacement of existing lighting and installation of additional lighting within the Albion Park, Camberwarra to Marmion public access way and Culwalla Park, including energy efficient LED luminaires	Craigie	Central	35,000	-	-	-	-	-	-	-	35,000
STL2132	W4612	621	Wandina Park & PAWs Lighting Improvements	Installation of additional lighting including LED luminaires within Wandina Park and Marri Park to Iolanthe Drive public access way	Duncraig	South	75,000	-	-	-	-	-	-	-	75,000
STL2135	W4613	621	Scott Place PAWs Lighting	Installation of lighting within public access ways, from Scott Place to Armytage Way and from Scott Place to Flinders Avenue	Hillarys	South-West	5,000	-	-	-	-	-	-	-	5,000
STL2140	W4614	621	Relighting Dampier Avenue, Mullaloo	Conversion of existing light poles owned by Western Power to LED luminaires, along Mullaloo section of Dampier Avenue (20 poles).	Mullaloo	North Central	5,000	-	-	-	-	-	-	-	5,000
STL2142	W4615	621	Relighting of Venturi Drive	Conversion of existing light poles owned by Western Power to LED luminaires, along Venturi Drive.	Ocean Reef	North Central	5,000	-	-	-	-	-	-	-	5,000
STL2143	W4616	621	Kingsley Park Tennis Lighting Renewals	Replace existing luminaires at the Kingsley Park tennis courts with LED luminaires.	Kingsley	South-East	-	25,000	-	-	-	-	-	-	25,000

Project Number	Cost Code	Team	Project Name	Description	Suburb	Ward	Municipal	Reserve	Trust	Government Grants New	Government Grants Cfwd	Contribution	Estimated Brought Fwd	Loan	Total Required Expenditure
STL2144	W4617	621	Naturaliste Park Lighting Renewals	Replace existing bollard/pathway lighting with 3.5m pathway poles, LED luminaires and smart lighting controls.	Iluka	North	-	45,000	-	-	-	-	-	-	45,000
STL2145	W4618	621	MacNaughton Skate Park Lighting Renewals	Replace existing poles and luminaires with LED luminaires and smart lighting controls.	Kinross	North	-	60,000	-	-	-	-	-	-	60,000
STL2146	W4619	621	Bengello Park Lighting Renewals	Replace existing luminaires with LED luminaires and smart lighting controls.	Burns Beach	North	-	15,000	-	-	-	-	-	-	15,000
			Street Lighting Program				**429,677**	**445,000**	**-**	**190,323**	**-**	**-**	**-**	**-**	**1,065,000**
SWD2001	W2340	621	Stormwater Drainage Upgrades	Upgrade of existing drainage infrastructure at various locations throughout the City, to address and resolve road and property flooding	Multiple Suburbs	Various	60,000	-	-	-	-	-	-	-	60,000
SWD2152	W4620	621	Mirror Park West Sump Beautification	Convert existing fenced sump at Mirror Park West into underground storage and surface swale	Ocean Reef	North Central	10,000	-	-	-	-	-	-	-	10,000
SWD2211	W3987	621	Stormwater Renewal Program	Renewal of stormwater drainage assets, including replacement and relining selected pipes, pits and associated infrastructure	Multiple Suburbs	Various	-	25,000	-	-	-	-	-	-	25,000
SWD2231	W4305	621	Sump Beautification - Minor Sites	Minor landscaping and fencing improvements to sump sites unlikely to have major works undertaken	Multiple Suburbs	Various	50,000	-	-	-	-	-	-	-	50,000
SWD2233	W4471	621	Noal Gannon Park Sump Beautification	Convert existing fenced sump at Noal Gannon Park into underground storage and surface swale	Duncraig	South	82,500	25,000	-	-	-	-	-	-	107,500
SWD2234	W4472	621	Brazier Park Sump Beautification	Convert existing fenced sump at Brazier Park Sump into underground storage and surface swale	Padbury	South-West	80,000	27,500	-	-	-	-	-	-	107,500
SWD2236	W4621	621	Florian Place Drainage Upgrade	Improve drainage in Florian Place, Ludwig Place and Casilda Road	Duncraig	South	50,000	-	-	-	-	-	-	-	50,000
SWD2237	W4622	621	Murray Drive Drainage Upgrade	Improve drainage in Murray Drive via additional storage and/or gully pits	Hillarys	South-West	30,000	-	-	-	-	-	-	-	30,000
SWD2238	W4623	621	Arbery Avenue Drainage Upgrade	Upgrade drainage in Arbery Avenue to improve surface water capture	Sorrento	South-West	30,000	-	-	-	-	-	-	-	30,000
SWD2239	W4624	621	Whitfords Nodes Car Park	Adjust pathway and install soakwell to cul-de-sac	Hillarys	South-West	30,000	-	-	-	-	-	-	-	30,000
SWD2241	W4625	621	Gleddon Park Sump Beautification	Convert existing fenced sump at Gleddon Park into underground storage and surface swale	Hillarys	South-West	5,000	-	-	-	-	-	-	-	5,000
			Stormwater Drainage Program				**427,500**	**77,500**	**-**	**-**	**-**	**-**	**-**	**-**	**505,000**
			Total Works				**8,469,838**	**15,707,416**	**-**	**10,287,241**	**-**	**316,046**	**140,756**	**-**	**34,921,297**
TOTAL PROJECTS & WORKS							**14,757,486**	**16,019,465**	**-**	**10,287,241**	**-**	**316,046**	**140,756**	**-**	**41,520,994**

VEHICLE AND PLANT REPLACEMENT PROGRAM 2023/2024

Fleet Category	Cost Code	Plant Number	Plant Descritption	Purchase Date	Purchase Price	Estimated New Cost	Estimated Trade value	Change Over	Days Held	Depreciation Rate
HEAVY	C2636	F95357	TRUCK-ISUZU NQR450 CREWCAB MOWER TRUCK	10/01/2014	86,505	110,000	25,000	85,000	3,794	10.0%
HEAVY	C2637	F95358	TRUCK ISUZU NQR450 CREWCAB MOWER TRUCK	30/12/2013	86,505	110,000	25,000	85,000	3,805	10.0%
HEAVY	C2638	F95359	TRUCK-ISUZU NNR200 CANOPY CRANE	31/01/2014	72,386	85,000	20,000	65,000	3,773	10.0%
HEAVY	C2639	F95367	TRUCK-ISUZU NQR450 CREW CAB TIP	11/03/2014	98,025	120,000	28,000	92,000	3,734	10.0%
HEAVY	C2591	F95378	TRUCK-ISUZU NH NPR 300 CREW TIPPER	31/10/2014	78,070	100,000	20,000	80,000	3,500	10.0%
HEAVY	C2640	F95399	TRUCK-ISUZU NQR 87-190 DUAL CAB TIPPER	21/01/2016	83,940	100,000	25,000	75,000	3,053	10.0%
HEAVY	C2592	F95400	TRUCK-ISUZU NQR 87-190 DUAL CAB TIPPER	21/01/2016	86,440	105,000	25,000	80,000	3,053	10.0%
HEAVY	C2559	F96024	BUS-HIGER RYDER 33+1 SEAT	25/01/2012	221,660	260,000	50,000	210,000	4,510	10.0%
HEAVY	C2587	F96029	TRUCK-ISUZU 6WHL AUTO 11M3 TIPPER	26/03/2013	214,900	250,000	60,000	190,000	4,084	10.0%
HEAVY	C2588	F96031	TRUCK-ISUZU FRR600 WITH CRANE	26/06/2014	153,730	180,000	45,000	135,000	3,627	10.0%
HEAVY	C2633	F96032	TRUCK-ISUZU FVD1000 WATER TANK	24/06/2015	136,550	180,000	35,000	145,000	3,264	10.0%
HEAVY	C2602	F98272	1TMV886 SINGLE AXLE EXCAVATOR TAG	3/02/2012	25,835	35,000	7,000	28,000	4,408	10.0%
HEAVY	C2641	F98306	LOADER-50-100KW -KOMATSU WA250PZ-6	24/01/2014	256,897	275,000	75,000	200,000	3,780	10.0%
HEAVY	C2593	F98342	1EXE339 TRACKED MINI LOADER-TEREX PT80	4/11/2015	105,660	120,000	20,000	100,000	3,038	10.0%
HEAVY	C2594	F98349	TRACKED MINI LOADER-TEREX PT60	18/02/2016	93,271	110,000	25,000	85,000	2,932	10.0%
HEAVY	C2601	F98378	TRACTOR- JOHN DEERE 6095C 4WD	24/01/2018	84,392	110,000	25,000	85,000	2,319	10.0%
					1,884,766	**2,250,000**	**510,000**	**1,740,000**		
LIGHT	C2621	F95402	SUV - HOLDEN COLORADO LT 7	29/01/2016	35,550	40,000	13,000	27,000	2,862	7.5%
LIGHT	C2622	F95403	SUV - NISSAN X-TRAIL ST 2.5L PETROL CVT	11/02/2016	24,629	32,000	10,000	22,000	2,849	7.5%
LIGHT	C2623	F95404	SUV - NISSAN X-TRAIL ST-L 2.5 PETROL CTV	25/02/2016	30,176	33,000	10,000	23,000	2,835	7.5%
LIGHT	C2652	F95405	UTE - NISSAN NAVARA 4X4 NP300 DUAL CAB	26/02/2016	42,464	48,000	14,000	34,000	2,924	7.5%
LIGHT	C2653	F95406	UTE - NISSAN NAVARA 4X4 NP300 DUAL CAB	26/02/2016	42,465	45,000	14,000	31,000	2,924	7.5%
LIGHT	C2654	F95412	UTE-ISUZU D-MAX SX 4X4 SPACE CAB AUTO	31/05/2016	39,826	42,000	16,000	26,000	2,829	7.5%
LIGHT	C2655	F95413	UTE- ISUZU D-MAX CREW CAB 4X2 WITH TRAY	24/06/2016	33,095	35,000	10,000	25,000	2,805	7.5%
LIGHT	C2656	F95420	UTE- NAVARA D/C4X2 NP300ST 2.3DAUTO WELL	18/10/2016	40,199	45,000	13,000	32,000	2,689	7.5%
LIGHT	C2657	F95421	UTE- NAVARA D/C4X2 NP300ST 2.3DAUTO WELL	18/10/2016	40,199	45,000	13,000	32,000	2,689	7.5%
LIGHT	C2658	F95422	UTE-NAVARA D/C4X2 NP300RX 2.3D AUTO TRAY	12/10/2016	33,500	37,000	10,000	27,000	2,695	7.5%
LIGHT	C2659	F95423	UTE NAVARAD/C 4X2 NP300RX2.3D AUTO TRAY	18/10/2016	34,799	37,000	10,000	27,000	2,689	7.5%
LIGHT	C2660	F95424	UTE-NAVARA D/C4X2 NP300ST 2.3D AUTO WELL	23/09/2016	38,735	43,000	13,000	30,000	2,714	7.5%
LIGHT	C2661	F95425	UTE-NAVARA D/C 4X2 NP300RX 2.3D AUTOTRAY	12/10/2016	33,930	37,000	11,000	26,000	2,695	7.5%
LIGHT	C2662	F95426	UTE-NAVARA D/C 4X2 NP300RX 2.3DAUTO TRAY	12/10/2016	33,930	37,000	11,000	26,000	2,695	7.5%
LIGHT	C2663	F95427	UTE-NAVARA D/C4X2 NP300ST 2.3D AUTO WELL	30/09/2016	38,735	40,000	13,000	27,000	2,707	7.5%
LIGHT	C2664	F95428	UTE-NAVARA D/C4X2 NP300ST 2.3D AUTO WELL	30/09/2016	38,735	40,000	13,000	27,000	2,707	7.5%
LIGHT	C2665	F95431	UTE-NAVARA NP 300 LOCKABLE LID	14/03/2017	38,121	40,000	14,000	26,000	2,542	7.5%
LIGHT	C2670	F95432	VAN-RENAULT MASTER MWB MED ROOF	21/04/2017	44,540	50,000	14,000	36,000	2,536	7.5%
LIGHT	C2666	F95436	UTE- NISSAN NAVARA 2.3DSL 4X4 C CAB AUTO	13/04/2017	37,955	45,000	13,000	32,000	2,512	7.5%
LIGHT	C2667	F95437	UTE- NISSAN NAVARA ST 4X4 C CAB AUTO	22/06/2017	49,777	45,000	16,000	29,000	2,442	7.5%
LIGHT	C2668	F95440	UTE-ISUZU D-MAX 4X4 CREWCAB	18/10/2017	43,372	45,000	15,000	30,000	2,324	7.5%
LIGHT	C2671	F95471	VAN -TRANSIT CUSTOM 300S 2.2L AUTO	20/06/2018	43,613	45,000	13,000	32,000	2,111	7.5%
LIGHT	C2669	F95482	UTE- D-MAX SX 4X2 DUAL CAB AUTO WELL	17/11/2018	35,964	38,000	10,000	28,000	1,929	7.5%
LIGHT	C2672	F95485	VAN -TRANSIT CUSTOM 300S 2.2L T/DIESEL	5/07/2019	44,468	46,000	10,000	36,000	1,731	7.5%
LIGHT	C2624	F99079	CAR- HYUNDAI i40 TOURER WAGON	9/11/2015	26,428	30,000	9,000	21,000	2,943	7.5%

Fleet Category	Cost Code	Plant Number	Plant Descritption	Purchase Date	Purchase Price	Estimated New Cost	Estimated Trade value	Change Over	Days Held	Depreciation Rate
LIGHT	C2625	F99081	CAR- HYUNDAI i40 TOURER WAGON	9/11/2015	26,428	30,000	9,000	21,000	2,943	7.5%
LIGHT	C2626	F99092	CAR- HYUNDAI i40 TOURER WAGON	23/03/2017	27,458	30,000	7,000	23,000	2,443	7.5%
LIGHT	C2627	F99093	CAR- HYUNDAI i40 TOURER WAGON	23/03/2017	27,458	30,000	7,000	23,000	2,443	7.5%
LIGHT	C2628	F99094	CAR- KIA CERATO (AV)	27/03/2017	20,627	23,000	6,000	17,000	2,439	7.5%
LIGHT	C2629	F99095	CAR- KIA CERATO (AV)	27/03/2017	20,627	23,000	6,000	17,000	2,439	7.5%
					1,067,801	**1,156,000**	**343,000**	**813,000**		
PLANT	C2620	F95486	ATV-POLARIS RANGER 570HD	6/05/2019	17,241	40,000	4,000	36,000	1,731	12.5%
PLANT	C2632	F97623	GENERATOR-7.5KVA CROMMELINS	10/06/2015	3,822	5,000	700	4,300	3,126	12.5%
PLANT	C2642	F97791	MOWER- TORO 30" TURFMASTER ROTARY	4/12/2018	1,970	2,500	300	2,200	1,912	12.5%
PLANT	C2634	F98043	TURFCUTTER -WITH 9HP HONDA MOTOR	13/10/2003	4,541	15,000	500	14,500	7,415	12.5%
PLANT	C2648	F98279	TRAILER-LOW BED MOWING	22/06/2012	39,108	30,000	3,000	27,000	4,330	12.5%
PLANT	C2649	F98304	TRAILER-MESH SIDES TIPPING -	1/11/2013	9,473	15,000	1,000	14,000	3,743	12.5%
PLANT	C2650	F98315	1TPH301 TRAILER-TAIL RAMP	30/06/2014	9,941	15,000	750	14,250	3,502	12.5%
PLANT	C2651	F98319	TRAILER -BOX 8X5,	30/06/2014	7,227	9,000	500	8,500	3,502	12.5%
PLANT	C2643	F98332	MOWER-TORO 3280 - D RIDE ON INC CATCH	17/06/2015	38,390	44,000	7,000	37,000	3,178	12.5%
PLANT	C2635	F98338	VERTIDRAIN-REDEXIM 7521	26/06/2015	44,000	46,000	2,000	44,000	3,110	12.5%
PLANT	C2630	F98353	BARBER 600HD BEACH CLEANER	21/06/2016	104,380	140,000	15,000	125,000	2,901	12.5%
PLANT	C2631	F98354	COMPACTOR-BOMAG VIB PEDESTRIAN ROLLER	8/07/2016	9,000	10,000	1,000	9,000	2,763	12.5%
PLANT	C2644	F98369	MOWER-TORO GROUNDMASTER 360 4WD	2/11/2017	36,750	40,000	5,000	35,000	2,371	12.5%
PLANT	C2645	F98382	MOWER-TORO GROUNDMASTER 360 4WD	6/04/2018	30,000	35,000	5,000	30,000	2,216	12.5%
PLANT	C2646	F98416	MOWER-TORO GROUNDMASTER 360 4WD	28/02/2020	39,680	42,000	5,000	37,000	1,523	12.5%
PLANT	C2647	F98417	MOWER-TORO GROUNDMASTER 360 4WD	28/02/2020	39,680	42,000	5,000	37,000	1,523	12.5%
					435,203	**530,500**	**55,750**	**474,750**		
			Total Expenditure		**3,387,770**	**3,936,500**	**908,750**	**3,027,750**		

ADDITIONAL VEHICLE AND PLANT 2023/2024

Fleet Category	Cost Code	Plant Descritption	Purchase Date	Estimated New Cost	Depreciation Rate
LIGHT	C2673	UTE-TOYOTA HILUX 4WD DUAL CAB	31/10/2023	42,000	7.5%
LIGHT	C2674	4x2 UTILITY	31/10/2023	36,000	7.5%
LIGHT	C2675	4x2 UTILITY	31/10/2023	40,000	7.5%
LIGHT	C2682	4x2 UTILITY	31/01/2024	40,000	7.5%
LIGHT	C2683	4x2 UTILITY	31/01/2024	40,000	7.5%
LIGHT	C2684	4x2 UTILITY	31/01/2024	40,000	7.5%
PLANT	C2676	REDEXIM TURF- TIDY 3000 WITH BRUSH	31/10/2023	37,500	12.5%
PLANT	C2677	3 POINT LINKAGE FERTILISER SPREADER	31/10/2023	20,000	12.5%
PLANT	C2678	CUSTOMER TRAILER LOW BED MOWING	31/12/2023	50,000	12.5%
PLANT	C2679	CUSTOMER TRAILER LOW BED MOWING	31/12/2023	50,000	12.5%
PLANT	C2680	CUSTOMER TRAILER LOW BED MOWING	31/12/2023	50,000	12.5%
PLANT	C2681	CUSTOMER TRAILER LOW BED MOWING	31/12/2023	50,000	12.5%
		Total Expenditure - Adiitional Vehicles		**495,500**	
		Total Vehicle & Plant Replacement Program		**4,432,000**	

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Financial Services						
Financial Management						
Penalty fee - direct debit payment arrangement default	Each	Y		$13.64	$1.36	$15.00
Penalty fee - manual payment arrangement default	Each	Y		$16.36	$1.64	$18.00
Financial Services						
Rates – Rates information						
Direct debit return/dishonour (Fee charged by banking provider)	Each, as charged by banking provider	Y		$2.50	$0.25	$2.75
Fee for refunding overpayment of an instalment payment	Per event	Y		$10.00	$1.00	$11.00
Issue of notice of discontinuance	Per notice	Y		$40.00	$4.00	$44.00
Rate ownership searches	Each	N		$13.00	N/A	$13.00
Rates and charges enquiries	Each	N		$34.00	N/A	$34.00
Rates instalment administration fee	Per instalment notice	N		$12.00	N/A	$12.00
Rates payment arrangement fee (by direct debit)	Per arrangement	N		$34.00	N/A	$34.00
Rates payment arrangement fee (other than by direct debit)	Per arrangement	N		$52.00	N/A	$52.00
Rates service fee (reprint of notices, transfer or refund of monies incorrectly paid)	Per event	Y		$11.82	$1.18	$13.00
Rejected direct debit (Fee charged by banking provider)	Each	Y		$0.50	$0.05	$0.55
Surcharge for rate notice payments by Visa or MasterCard	% of payment amount	N		0.5% of payment amount	N/A	0.5% of payment amount
Community Safety						
Administration - Canine Coaching Fee						
Canine Coaching Hourly Fee	Hourly fee	Y		$113.64	$11.36	$125.00
Canine Coaching Hourly Fee - Concession	Hourly fee	Y		$56.82	$5.68	$62.50
Administration Fee - Cat Breeding Application						
Application to breed Cats or renewal	Cat Act	N	S	$100.00	N/A	$100.00
Administration Fee - Cat Registration Fees						
1 year - Pensioners	Cat Act	N	S	$10.00	N/A	$10.00
1 year - Standard	Cat Act	N	S	$20.00	N/A	$20.00
3 years - Pensioners	Cat Act	N	S	$21.25	N/A	$21.25
3 years - Standard	Cat Act	N	S	$42.50	N/A	$42.50
Lifetime - Pensioners	Cat Act	N	S	$50.00	N/A	$50.00
Lifetime - Standard	Cat Act	N	S	$100.00	N/A	$100.00
Administration Fee - Dog Registration Fees						
1 year - Pensioners	Dog Act	N	S	$25.00	N/A	$25.00
1 year - Standard	Dog Act	N	S	$50.00	N/A	$50.00
3 years - Pensioners	Dog Act	N	S	$60.00	N/A	$60.00
3 years - Standard	Dog Act	N	S	$120.00	N/A	$120.00
Lifetime - Pensioners	Dog Act	N	S	$125.00	N/A	$125.00
Lifetime - Standard	Dog Act	N	S	$250.00	N/A	$250.00
Administration Fee - Dog Registration Fees - Sterilised						
1 year - Pensioners	Dog Act	N	S	$10.00	N/A	$10.00
1 year - Standard	Dog Act	N	S	$20.00	N/A	$20.00
3 years - Pensioners	Dog Act	N	S	$21.25	N/A	$21.25
3 years - Standard	Dog Act	N	S	$42.50	N/A	$42.50
Administration Fee - Replacement Cat Tag						
Replacement Cat Tag	Per Tag	Y		$6.64	$0.66	$7.30
Administration Fee - Replacement Dog Tag						
Replacement Dog Tag	Per Tag	Y		$6.64	$0.66	$7.30
Alarm Callout - Reclaim Fee						
Building alarm callouts for lessees and hirers	Each Callout	Y		$47.50	$4.75	$52.25
Application Fee - Application for Third Dog						
Application for 3rd Dog - Pensioners	Each	Y		$59.09	$5.91	$65.00
Application for 3rd Dog - Standard	Each	Y		$118.18	$11.82	$130.00
Application Fee - Temporary Permit - Community Information Signs						
Application for Temporary Permit - Community Information Signs	Per Application	Y		$27.27	$2.73	$30.00
Joondalup - Property Manager/Service Provider parking permit areas						
Annual Parking Permit	Annual Permit (expires 31 December in year of issue) per Zone per Permit	N		$100.00	N/A	$100.00
Joondalup - Property Manager/Service Provider parking permit areas > 3 Zones						
Annual Parking Permit	Annual Permit (expires 31 December in year of issue) 3 or more zones.	N		$300.00	N/A	$300.00
Joondalup - Resident parking permit areas						
Annual Parking Permit	Replacement Permit (Damaged, lost or stolen)	N		$20.00	N/A	$20.00
Joondalup - Resident parking permit areas (maximum one permit per residential address per year)						
Annual Parking Permit	Annual Permit (expires 31 December in year of issue)	N		$100.00	N/A	$100.00
Off-Street - Long Term Fees						
Central Park West Car Park No P8	Hourly fee	Y		$2.00	$0.20	$2.20
Central Park West Car Park No P8	Daily fee	Y		$10.00	$1.00	$11.00
Central Park West Car Park No P8	Weekly fee	Y		$50.00	$5.00	$55.00
Central Walk Car Park No T1	Daily fee	Y		$10.00	$1.00	$11.00
Central Walk Car Park No T1	Weekly fee	Y		$50.00	$5.00	$55.00
Central Walk Car Park No T1	Hourly fee	Y		$2.00	$0.20	$2.20
Collier Pass Car Park No P9	Hourly fee	Y		$2.00	$0.20	$2.20

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Collier Pass Car Park No P9	Daily fee	Y		$10.00	$1.00	$11.00
Collier Pass Car Park No P9	Weekly fee	Y		$50.00	$5.00	$55.00
Davidson Terrace Car Park No P4	Hourly fee	Y		$2.00	$0.20	$2.20
Davidson Terrace Car Park No P4	Daily fee	Y		$10.00	$1.00	$11.00
Davidson Terrace Car Park No P4	Weekly fee	Y		$50.00	$5.00	$55.00
Lawley Court Car Park No T3	Hourly fee	Y		$1.45	$0.15	$1.60
Lawley Court Car Park No T3	Daily fee	Y		$7.27	$0.73	$8.00
Lawley Court Car Park No T3	Weekly fee	Y		$36.36	$3.64	$40.00
McLarty Avenue Car Park No P1	Hourly fee	Y		$2.00	$0.20	$2.20
McLarty Avenue Car Park No P1	Daily fee	Y		$10.00	$1.00	$11.00
McLarty Avenue Car Park No P1	Weekly fee	Y		$50.00	$5.00	$55.00
Off-Street - Short Term Fees						
McLarty Avenue Car Park No P2	Hourly fee - no daily fee	Y		$2.18	$0.22	$2.40
On-Street - Long Term Fees						
Inner CBD	Hourly fee	Y		$2.00	$0.20	$2.20
Inner CBD	Daily fee	Y		$10.00	$1.00	$11.00
Inner CBD	Weekly fee	Y		$50.00	$5.00	$55.00
Outer CBD	Weekly fee	Y		$36.36	$3.64	$40.00
Outer CBD	Hourly fee	Y		$1.45	$0.15	$1.60
Outer CBD	Daily fee	Y		$7.27	$0.73	$8.00
On-Street - Short Term Fees						
Time limits - 1/4 hour to 2 hours	Hourly fee - no daily fee	Y		$2.36	$0.24	$2.60
Parking Bay - Exclusive Use Fees						
Works and private maintenance (Long Term - more than 7 days)	Full day per bay	Y		$18.18	$1.82	$20.00
Works and private maintenance (Long Term - more than 7 days)	1/2 day per bay	Y		$10.91	$1.09	$12.00
Works and private maintenance (Short Term - 1-7 days)	Full day per bay	Y		$23.64	$2.36	$26.00
Works and private maintenance (Short Term - 1-7 days)	1/2 day per ba	Y		$13.64	$1.36	$15.00
Parking/Boat Launching Fees						
Ocean Reef Boat Harbour Car Park	Daily fee - no hourly fee	Y		$10.91	$1.09	$12.00
Ocean Reef Boat Harbour Car Park	Annual pass	Y		$200.00	$20.00	$220.00
Ocean Reef Boat Harbour Car Park	Discounted Annual pass - Senior or Pension Card Holders COJ residents only	Y		$181.82	$18.18	$200.00
Private Property Parking Fees						
Private Property Parking	Annual Registration Fee	Y		$45.45	$4.55	$50.00
Private Property Parking Sign Fee	Per Sign	Y		$45.45	$4.55	$50.00
Reid Promenade Multi Storey Car Park Fees						
Administration Fee	Per activity	Y		$9.09	$0.91	$10.00
After Hours Vehicle Release	Per vehicle	Y		$136.36	$13.64	$150.00
Boom Gate Arm Damage	Per arm	Y		$45.45	$4.55	$50.00
Motorcycle Daily Fee	Daily fee	Y		$5.45	$0.55	$6.00
Motorcycle Hourly Fee	Hourly fee	Y		$1.00	$0.10	$1.10
Premium 24 hour access Bay - Lower ground only	Per month	Y		$217.27	$21.73	$239.00
Remote Access Equipment Replacement Fee	Per Access Device	Y		$45.45	$4.55	$50.00
Reserved Bay - All Vehicle Levels	Per month	Y		$182.73	$18.27	$201.00
Reserved Bay - Motorcycle	Per month	Y		$90.91	$9.09	$100.00
Unreserved Bay - E Permit	Per month	Y		$160.00	$16.00	$176.00
Vehicle - Entry prior to 8.30am	Daily Fee - Early Bird	Y		$9.00	$0.90	$9.90
Vehicle - Event	Daily Event fee	Y		$7.27	$0.73	$8.00
Vehicle Daily Fee	Daily fee	Y		$11.00	$1.10	$12.10
Vehicle Hourly Fee	Hourly fee	Y		$2.00	$0.20	$2.20
Community Safety						
Abandoned vehicles - Reclaim Fee						
Reclaim Fee	Cost recovery	Y		$180.00	$18.00	$198.00
Animals - Livestock (Impound Fees)						
Per Head Entire Horses, Mules, Asses, Camels, Bulls or Boars	6.00 am to 6.00 pm	N	S	$105.00	N/A	$105.00
Per Head Entire Horses, Mules, Asses, Camels, Bulls or Boars	6.00 am to 6.00 pm	N	S	$105.00	N/A	$105.00
Per Head Mares, Geldings, Colts, Fillies, Foals, Oxen, Cows, Steers, Heifers, Calves, rams or pigs	6.00 am to 6.00 pm	N	S	$105.00	N/A	$105.00
Per Head Mares, Geldings, Colts, Fillies, Foals, Oxen, Cows, Steers, Heifers, Calves, rams or pigs	6.00 am to 6.00 pm	N	S	$105.00	N/A	$105.00
Per Head Wethers, Ewes, Lambs, Goats	6.00 am to 6.00 pm	N	S	$21.00	N/A	$21.00
Per Head Wethers, Ewes, Lambs, Goats	6.00 am to 6.00 pm	N	S	$21.00	N/A	$21.00
Animals - Livestock Sustenance (Local Government Act)						
(1) Entire Horses, Mules, Asses, Camels, Bulls, Mares, Geldings, Colts, Fillies,	For each 24 hours or part	Y	S	$17.27	$1.73	$19.00
(2) Pigs of any description	For each 24 hours or part	Y	S	$10.91	$1.09	$12.00
(3) Rams, Wethers, Ewes, Lambs or Goats	For each 24 hours or part	Y	S	$10.91	$1.09	$12.00
RSPCA - Impound Fees						
Impounding Fee	Per Dog	Y		$200.00	$20.00	$220.00
Impounding Fees	Per Cat	Y		$200.00	$20.00	$220.00
Surrender Dog Fee to Ranger	Each	Y		$109.09	$10.91	$120.00
RSPCA Administration Fee						
Microchip Cat	Each Cat	Y		$45.45	$4.55	$50.00
Microchip Dog	Each Dog	Y		$45.45	$4.55	$50.00
Sterilisation - Cats (Female)	Each Cat	Y		$136.36	$13.64	$150.00
Sterilisation - Cats (Male)	Each Cat	Y		$90.91	$9.09	$100.00
Shopping Trolley (Impound Fee)						
Impound fee for reported Abandoned Shopping Trolleys	Each	Y		$100.00	$10.00	$110.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Signs - Administrative Fee - Poundage Fee (per sign)						
Poundage Fee	Per Sign	N		$70.00	N/A	$70.00
Building Services						
Change responsible person details						
Application to change the responsible person on a building or demolition permit	Per application	N		$110.00	N/A	$110.00
Extension of time - building or demolition premit (BA22)						
Application of extend time - building or demolition permit (BA22)	Per application	N	S	$110.00	N/A	$110.00
Extension of time - occupancy permit (BA23)						
Application to extend time - occupancy permit (BA23)	Per application	N	S	$110.00	N/A	$110.00
Fees for Services						
Certificate of building compliance - Class 1a buildings	Per structure	Y		$416.36	$41.64	$458.00
Certificate of building compliance - Minor class 10 structures	Per structure	Y		$276.64	$27.66	$304.30
Certificate of building compliance - Strata Units	Per Unit	Y		$193.00	$19.30	$212.30
Certificate of design compliance	All application values	Y		$507.65 plus 0.1% of estimated value of work Less GST	10%	$507.65 plus 0.1% of estimated value of work
Certificate of design compliance, including Rcode (where required), Building and Health assessments – residential class 1a and 10 buildings only	Estimated construction value > $1,000,000	Y		0.1% of estimated construction value Less GST	10%	0.1% of estimated construction value
Certificate of design compliance, including Rcode (where required), Building and Health assessments – residential class 1a and 10 buildings only	Estimated construction value <= $400,000	Y		$388.82	$38.88	$427.70
Certificate of design compliance, including Rcode (where required), Building and Health assessments – residential class 1a and 10 buildings only	Estimated construction value: $400,001 - $600,000	Y		$499.00	$49.90	$548.90
Certificate of design compliance, including Rcode (where required), Building and Health assessments – residential class 1a and 10 buildings only	Estimated construction value: $600,001 - $800,000	Y		$610.18	$61.02	$671.20
Certificate of design compliance, including Rcode (where required), Building and Health assessments – residential class 1a and 10 buildings only	Estimated construction value: $800,001 - $1,000,000	Y		$721.36	$72.14	$793.50
Certificate of design compliance, including Rcode (where required), Building and Health assessments – strata units only	Per Unit	Y		$276.64	$27.66	$304.30
Inspections – Certificate of Construction Compliance, Building compliance, miscellaneous inspections	Minimum fee	Y		$261.00 for first hour then $131.55/hr or part thereof Less GST	10%	$261.00 for first hour then $131.55/hr or part thereof
Inspections: Certificate of Construction Compliance, Building compliance, miscellaneous inspections – Additional or cancelled inspections	Minimum fee	Y		$131.55/hr or part thereof Less GST	10%	$131.55/hr or part thereof
Inspections: Certificate of Construction Compliance, Building compliance, miscellaneous inspections – Inspections requested out of normal working hours	Minimum fee	Y		$196.30/hr or part thereof Less GST	10%	$196.30/hr or part thereof
Inspections: Certificate of Construction Compliance, Building compliance, miscellaneous inspections – When inspection period exceeds 2 hours	Minimum fee	Y		$131.55/hr or part thereof Less GST	10%	$131.55/hr or part thereof
R-Codes assessment - All works less than $20,000	Set fee	Y		$121.73	$12.17	$133.90
R-Codes assessment - Single dwelling and works in excess of $20,000	Set fee	Y		$241.45	$24.15	$265.60
Referral per authority	Set fee	Y		$121.73	$12.17	$133.90
Review of alternative solutions	Minimum fee-$261.05 for first hour then $131.55/hr or part thereof	Y		$261.00 for first hour then $131.55/hr or part thereof Less GST	10%	$261.00 for first hour then $131.55/hr or part thereof
Unauthorised structures - additional inspection	Minimum fee	Y		$131.55/hr or part thereof Less GST	10%	$131.55/hr or part thereof
Unauthorised structures - inspection	Minimum fee	Y		$470.09	$47.01	$517.10
Where negotiations with other authorities exceed 1 Hour	Minimum fee	Y		$131.55/hr or part thereof Less GST	10%	$131.55/hr or part thereof
Licences - Materials on Street Licences (Hoarding)-Verge Permit						
Verge Permit	Per square metre, per month	N		$1.00	N/A	$1.00
Permits - Building Permits a) For the grant of a building permit to do building work in respect of a building or incidental structure of Class 1 and 10						
Certified Application	Per application	N	S	0.19% of the estimated value of the building work as determined by the permit authority, but not less than $110	N/A	0.19% of the estimated value of the building work as determined by the permit authority, but not less than $110
Uncertified application	Per application	N	S	0.32% of the estimated value of the proposed building work as determined by the permit authority but not less than $110	N/A	0.32% of the estimated value of the proposed building work as determined by the permit authority but not less than $110
Permits - Building Permits b)For the grant of a building permit to do building work in respect of a building or incidental structure of Class 2 and 9						
Certified Application	Per application	N	S	0.09% of the estimated value of the proposed building work as determined by the permit authority but not less than $110	N/A	0.09% of the estimated value of the proposed building work as determined by the permit authority but not less than $110

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Permits - Building Permits c)For the grant of a building permit to do building work in respect of a building or incidental structure of Class 2 and 9						
(c) For the grant of a building permit to do building work in respect of a building or incidental structure for an amended granted	Modified fee	N	S	Modified fee – the relevant building permit application fee methodology outlined in (a) and (b) above is to be applied, except that the estimated value of the proposed building work as determined by the permit authority is to be calculated by determining the estimated value of the building work as amended, minus the estimated value of the building work as determined by the permit authority declared for the purposes of the calculation of the fee for the building permit already granted but not less than $110.00	N/A	Modified fee – the relevant building permit application fee methodology outlined in (a) and (b) above is to be applied, except that the estimated value of the proposed building work as determined by the permit authority is to be calculated by determining the estimated value of the building work as amended, minus the estimated value of the building work as determined by the permit authority declared for the purposes of the calculation of the fee for the building permit already granted but not less than $110.00
Permits - Demolition Permits						
(a) For the grant of a demolition permit to do demolition work in respect of a building or incidental structure of Class 1 and 10	Per application	N		$110.00	N/A	$110.00
(b) For the grant of a demolition permit to do demolition work in respect of a building or incidental structure Class 2 to 9	Per application	N	S	$110.00 Per Storey	N/A	$110.00 Per Storey
Permits - Occupancy Permits						
Application for building approval certificate for building with existing authorisation (Class 1 and 10 buildings)	Per application	N		$110.00	N/A	$110.00
Application for modification of occupancy permit for additional use of building on temporary basis	Per application	N		$110.00	N/A	$110.00
Application for occupancy permit for building with existing authorisation	Per application	N		$110.00	N/A	$110.00
Application for occupancy permit for completed building (Class 2 to 9 buildings)	Per application	N		$110.00	N/A	$110.00
Application for occupancy permit for unauthorised Class 2 to 9 buildings - certified	Per application	N		0.18% of the estimated value of the building work as determined by the permit authority, but not less than $110	N/A	0.18% of the estimated value of the building work as determined by the permit authority, but not less than $110
Application for replacement occupancy permit for permanent change of building use and classification	Per application	N		$110.00	N/A	$110.00
Application for temporary occupancy permit for incomplete building	Per application	N		$110.00	N/A	$110.00
Building approval certificate for unauthorised Class 1 and 10 - certified	Per application	N		0.38% of the estimated current value of the unauthorised building work as determined by the permit authority, but not less than $110.00	N/A	0.38% of the estimated current value of the unauthorised building work as determined by the permit authority, but not less than $110.00
Building Approval Certificate-Strata (Class 1 and Class 10) : A building with existing authorisation (s52) of the Building Act 2011	Per application	N		$115.00 or $11.60 per strata unit, whichever is greater	N/A	$115.00 or $11.60 per strata unit, whichever is greater
Publications - Sale of Building Plans						
Commercial and Industrial Fiche	First copy	Y		$87.45	$8.75	$96.20
Commercial Printed Plans	Each subsequent copy	Y		$44.55	$4.45	$49.00
Residential	Per copy	Y		$61.91	$6.19	$68.10
Site Plan	Per copy	Y		$28.36	$2.84	$31.20
Viewing Fee: Building Plans	Per Property	Y		$17.82	$1.78	$19.60
Service Fees - Land Purchase Inquiry						
Land Purchase Inquiry	Each	Y		$65.00	$6.50	$71.50
Planning Services						
Administration Fee - Administrative Charges						
Scheme Amendments	Per application	Y	S	Costs estimated from hourly rates in Planning Regulations 2009 Less GST	10%	Costs estimated from hourly rates in Planning Regulations 2009
Structure Plans and Local Development Plans	Per application	Y	S	Costs estimated from hourly rates in Planning Regulations 2009 Less GST	10%	Costs estimated from hourly rates in Planning Regulations 2009

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Administration Fee - Subdivision Clearance						
Administration Charge	a) 0 - 5 lots	N	S	$73 per lot	N/A	$73 per lot
Administration Charge	b) 5 -195 lots	N	S	$73 per lot for first 5 lots and then $35.00 per lot	N/A	$73 per lot for first 5 lots and then $35.00 per lot
Administration Charge	c) 196 plus lots	N	S	$7,393.00	N/A	$7,393.00
Application fees - Deemed-to-comply check						
Undertaking deemed-to-comply check of single residential development	Per application	N	S	$295.00	N/A	$295.00
Application Fees - Development Application Fees						
a) Change of use application or for alteration or extension or change of a non-conforming use to which development application fees do not apply	Per application	N	S	$295.00 and if the change of use or the alteration or extension or change of the non-conforming use has commenced an additional amount of $590.00 by way of penalty	N/A	$295.00 and if the change of use or the alteration or extension or change of the non-conforming use has commenced an additional amount of $590.00 by way of penalty
b) Development Applications	Not more than $50,000	N	S	$147.00	N/A	$147.00
c) Development Applications	More than $50,000 but not more than $500,000	N	S	0.32% of the estimated cost of development	N/A	0.32% of the estimated cost of development
d) Development Applications	More than $500,000 but not more than $2.5 million	N	S	$1,700.00 plus 0.257% for every $1 in excess of $500,000	N/A	$1,700.00 plus 0.257% for every $1 in excess of $500,000
e) Development Applications	More than $2.5 million but not more than $5 million	N	S	$7,161.00 plus 0.206% for every $1 in excess of $2.5 mil	N/A	$7,161.00 plus 0.206% for every $1 in excess of $2.5 mil
f) Development Applications	More than $5 million but not more than $21.5 million	N	S	$12,633.00 plus 0.123% for every $1 in excess of $5 mil	N/A	$12,633.00 plus 0.123% for every $1 in excess of $5 mil
g) Development Applications	More than $21.5 million	N	S	$34,196.00	N/A	$34,196.00
h) Home occupation application (initial application)	Per application	N	S	$222.00 and if the home occupation has commenced an additional amount of $444.00 by way of penalty	N/A	$222.00 and if the home occupation has commenced an additional amount of $444.00 by way of penalty
i) Home occupation application (renewal application)	Per application	N	S	$73.00 and if the approval to be renewed has expired an additional amount of $146.00 by way of penalty	N/A	$73.00 and if the approval to be renewed has expired an additional amount of $146.00 by way of penalty
j) Determining an application to amend or cancel	Per application	N	S	$295.00	N/A	$295.00
NOTE: Development Applications above categories b) - g) penalty rate to apply.	Per application above categories b) – g)	N	S	If the development has commenced or been carried out, an additional amount by way of penalty, that is twice the amount of the maximum fee payable for determination of the application-refer parapragh (b), (c), (d), (e), (f) or (g)	N/A	If the development has commenced or been carried out, an additional amount by way of penalty, that is twice the amount of the maximum fee payable for determination of the application-refer parapragh (b), (c), (d), (e), (f) or (g)
Application fees - JDRP review (post-lodgement)						
Fee for JDRP review post lodgement	Per application	Y		$1,045.45	$104.55	$1,150.00
Application fees - JDRP review (pre-lodgement)						
Fee for JDRP review prior to application lodgement	Per application	Y		$522.73	$52.27	$575.00
Application fees - JDRP review (subsequent review)						
Fee for subsequent reviews by JDRP	Per application	Y		$522.73	$52.27	$575.00
Application Fees - Written Planning Advice						
Written Planning Advice	Per application	Y	S	$66.36	$6.64	$73.00
Application Fees - Zoning Certificate						
Zoning Certificate	Per certificate	N	S	$73.00	N/A	$73.00
Application for Certificate of Approval for a strata plan, plan of re-subdivision						
Administration Charge	Number of allotments between 1 - 5 lots	N	S	$656.00 plus $65.00 per lot	N/A	$656.00 plus $65.00 per lot
Administration Charge	Number of allotments between 6 - 100 lots	N	S	$981.00 plus $43.50 per lot in excess of five lots	N/A	$981.00 plus $43.50 per lot in excess of five lots
Administration Charge	Number of allotments in excess of 100 lots	N	S	$5,113.50	N/A	$5,113.50
Application to Close						
Pedestrian Access Way (PAW) Closure	Per application	Y		$1,955.45	$195.55	$2,151.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Cash-in-Lieu of Car Parking						
Non-residential development	Per car bay	N		Site-specific land valuation undertaken at the time of the cash-in-lieu condition being imposed	N/A	Site-specific land valuation undertaken at the time of the cash-in-lieu condition being imposed
Licences - Liquor licence						
Section 40 Town Planning Certificate	Per application	N		$165.90	N/A	$165.90
Open Space/Reserve/Road or Other Closure						
Application to close/excise	Per application	Y		$1,552.27	$155.23	$1,707.50
Publications - General Publications						
General Publications	a) 0 - 9 pages	Y		$11.55	$1.15	$12.70
General Publications	b) 10 - 50 pages	Y		$17.68	$1.77	$19.45
General Publications	c) 51 - 100 pages	Y		$32.95	$3.30	$36.25
General Publications	d) 101 - 200 pages	Y		$51.64	$5.16	$56.80
Publications - Plans/Maps (various sizes)						
Extract from Tax Plan (A3/A4)	Black & white	Y		$7.95	$0.80	$8.75
Legend for schemes	Colour	Y		$17.68	$1.77	$19.45
MRS, DPS No. 2 & R Code Scheme Maps (>AO)	Colour	Y		$69.09	$6.91	$76.00
MRS, DPS No. 2 & R Code Scheme Maps (>AO) Locality	Colour	Y		$69.09	$6.91	$76.00
MRS, DPS No. 2 & R Code Scheme Maps (>AO) Prints	Black & white	Y		$17.68	$1.77	$19.45
MRS, DPS No. 2 & R Code Scheme Maps (A1)	Colour	Y		$45.45	$4.55	$50.00
MRS, DPS No. 2 & R Code Scheme maps (A3)	Colour	Y		$40.50	$4.05	$44.55
Plans / Maps (various sizes)	Black & white	Y		$17.68	$1.77	$19.45
Single Locality (A3/A4)	Black & white	Y		$7.95	$0.80	$8.75
Single Locality (A3/A4)	Plot colour	Y		$26.86	$2.69	$29.55
Special Maps	Per copy	Y		Price on application Less GST	10%	Price on application
Special Maps - Tax Plan - Black & White	Per copy	Y		Price on application Less GST	10%	Price on application
Environmental Health Services						
Administration Fee						
Copy of sampling results	Per request	N		$67.00	N/A	$67.00
Administration Fee - Dog Kennels Registration Fee						
Dog kennel registration fee - per dog	Per dog per annum	N		$17.00	N/A	$17.00
Dog kennel registration fee (minimum charge)	Per annum	N		$701.00	N/A	$701.00
Application Fee - Public Building						
Application fee for an event with capacity less than 5,000 persons	Per application	N	S	$372.00	N/A	$372.00
Application fee for an event with capacity less than 600 persons (no inspection is required)	Per application	N	S	$142.00	N/A	$142.00
Application fee for an event with capacity more than 5,000 persons	Per application	N	S	$755.00	N/A	$755.00
Application Fee - Animals Local Law						
Application fee for registration to keep a miniature horse	Per application	N		$90.00	N/A	$90.00
Application fee for registration to keep a miniature pig	Per application	N		$90.00	N/A	$90.00
Application fee to keep bees	Per application	N		$139.00	N/A	$139.00
Renewal of approval to keep bees	Per renewal	N		$70.00	N/A	$70.00
Application Fee - Pigeons						
Initial application fee for registration to keep pigeons	Per application	N		$138.00	N/A	$138.00
Application Fee - Skin Penetration Premises						
Application fee for approval of a skin penetration premises	Per application	N		$161.00	N/A	$161.00
Application Fee - Written Health Report to Settlement Agents						
Application fee - Written health report to settlement agents	Per report	Y		$77.27	$7.73	$85.00
Application Fees - Gaming permit						
Section 55 gaming permit application (commercial)	Per application	N		$163.00	N/A	$163.00
Section 55 gaming permit application (community group)	Per application	N		$40.00	N/A	$40.00
Application Fees - Liquor licence						
Section 39 health certificate application fee	Per application	N		$163.00	N/A	$163.00
Application Fees - Noise Regulations						
Application for a venue approval Regulation 19B	Per hour	N	S	$90 per hour of assessment required (maximum of $15,000)	N/A	$90 per hour of assessment required (maximum of $15,000)
Application for approval of a noise management plan Regulation 14A (essential services)	Per application	N	S	$500.00	N/A	$500.00
Application for approval of a non-complying event - Regulation 18 noise exemption	Per application	N	S	$1,000.00	N/A	$1,000.00
Application for approval of a non-complying event - Regulation 18 noise exemption - Additional late fee	Per application	N	S	$250 (where application is received within 59 days of the event)	N/A	$250 (where application is received within 59 days of the event)
Event notification fee Regulation 19D	Per application	N	S	$500 (where application is received within 59 days of the event)	N/A	$500 (where application is received within 59 days of the event)
Application Fees - Trading In Public Places And Local Government Property						
Initial trader's permit application fee (commercial)	Per application	N		$161.00	N/A	$161.00
Street entertainment permit application fee	Per application	N		$84.00	N/A	$84.00
Street market permit application fee (not for profit groups)	Per application	N		$40.00	N/A	$40.00
Street market permit application fee for 0-2 Food Stalls (commercial)	Per application	N		$122.00	N/A	$122.00
Street market permit application fee for 3-5 Food Stalls (commercial)	Per application	N		$267.00	N/A	$267.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Trader's permit application fee (not for profit groups)	Per application	N		$40.00	N/A	$40.00
Trader's permit renewal application fee (commercial)	Per renewal	N		$40.00	N/A	$40.00
Trader's permit transfer fee	Per transfer	N		$56.00	N/A	$56.00
Aquatic Facility Fee						
Sampling Fee	Per monthly visit	Y		$32.73	$3.27	$36.00
Food Business Enforcement Fee						
Administration fee for food business (school canteens excluded)	Per annum	N		$78.00	N/A	$78.00
Inspection fee for food business (school canteens excluded)	Per inspection	Y		$117.27	$11.73	$129.00
Inspection fee for food business (temporary food stalls and food vehicles)	Per inspection	Y		$64.55	$6.45	$71.00
Late payment fee	Per annum	N		$44.00	N/A	$44.00
Food Business Registration						
Food business registration fee	Per registration	N		$188.00	N/A	$188.00
Food Notification Fee						
Food business notification fee	Per notification	N		$69.00	N/A	$69.00
Hairdressing establishments Registration Fee						
Registration fee for hairdressing establishments	Per registration	N		$161.00	N/A	$161.00
Initial Application Fee - Outdoor Eating						
Initial permit application fee - Outdoor Eating	Per application	N		$361.00	N/A	$361.00
Licences - Caravan Park Licence						
Late fee for renewal after licence expiry	Per licence	N	S	$20.00	N/A	$20.00
Licence fee - caravan park and camping grounds	Per annum	N	S	Long stay sites, $6 per site + short stay sites and sites in transit camps, $6 per site + camp site, $3 per site + overflow site, $1.50 per site (minimum $200)	N/A	Long stay sites, $6 per site + short stay sites and sites in transit camps, $6 per site + camp site, $3 per site + overflow site, $1.50 per site (minimum $200)
Pro rata licence fee - caravan park and camping grounds (minimum charge)	Per licence	N	S	$100.00	N/A	$100.00
Transfer of licence - caravan park and camping grounds	Per transfer of licence	N	S	$100.00	N/A	$100.00
Licences - Cattery Registration						
Cattery registration fee	Per annum	N		$158.00	N/A	$158.00
Licences - Lodging House						
Application for registration fee for lodging house	Per application	N		$333.00	N/A	$333.00
Registration transfer for lodging house	Per transfer	N		$42.00	N/A	$42.00
Renewal of registration fee for lodging house	Per annum	N		$304.00	N/A	$304.00
Licences - Offensive Trade Licences						
Butcher shops and similar doing fat rendering, fat extracting or tallow melting	Per annum	N	S	$171.00	N/A	$171.00
Fish Curing	Per annum	N	S	$211.00	N/A	$211.00
Fish processing establishments (in which whole fish are cleaned and prepared)	Per annum	N	S	$298.00	N/A	$298.00
Gut Scraping (Preparation of Sausage Skin)	Per annum	N	S	$171.00	N/A	$171.00
Laundries, dry-cleaning establishments	Per annum	N	S	$147.00	N/A	$147.00
Other offensive trades not specified	Per annum	N	S	$298.00	N/A	$298.00
Poultry processing establishments	Per annum	N	S	$298.00	N/A	$298.00
Shellfish and Crustacean Processing	Per annum	N	S	$298.00	N/A	$298.00
Licences Fees - Disposal of Effluent and Liquid Waste						
Disposal of effluent and liquid waste report fee	Per report	N	S	$118.00	N/A	$118.00
Disposal of effluent and liquid waste application fee	Per application	N	S	$118.00	N/A	$118.00
Disposal of effluent and liquid waste permit fee	Per permit	N	S	$118.00	N/A	$118.00
Noise Monitoring Fee						
Regulation 18 noise monitoring fee	Per hour	Y		$90.00	$9.00	$99.00
Permit Fees - Trading In Public Places And Local Government Property						
Street market permit application fee for >5 Food Stalls (commercial)	Per application	N		$267 plus $40 for each additional food business	N/A	$267 plus $40 for each additional food business
Trader's permit fee (coastal locations)	Per annum	N		$60 multiplied by the maximum number of trading hours per week	N/A	$60 multiplied by the maximum number of trading hours per week
Trader's permit fee (seasonal traders at coastal locations with a maximum of six months)	Six monthly	N		50% of the trader's permit fee (coastal locations)	N/A	50% of the trader's permit fee (coastal locations)
Trader's/street market permit fee (commercial only and excludes bookings of City's facilities and traders in coastal locations)	Per annum	N		$861.00	N/A	$861.00
Trader's/street market permit fee (commercial only and excludes bookings of City's facilities)	Per day	N		$86.00	N/A	$86.00
Trader's/street market permit fee (not for profit groups in non-coastal locations)	Per annum	N		$0.00	N/A	$0.00
Permits - Outdoor Eating						
Annual permit fee - Outdoor Eating	Per annum	Y		$364 plus $37 per square meter of land Less GST	10%	$364 plus $37 per square meter of land
Transfer of permit fee - Outdoor Eating	Per transfer	N		$44.00	N/A	$44.00
Registration Fee - Pigeons						
Registration fee to keep pigeons	Per registration	N		$70.00	N/A	$70.00
Service Fee - Research information not related to current applications						
Research information not related to current applications	Per hour	Y		$90.00	$9.00	$99.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Service Fees						
Consultation charge out rate	Per hour	Y		$90.00	$9.00	$99.00
Noise monitoring consultancy	Per hour - includes monitoring and report	Y		$90.00	$9.00	$99.00
Service Fees - Drinking water sampling						
Bacteriological water sampling (private supplies on request)	Per test	Y		$62.73	$6.27	$69.00
Corporate						
Sales - Products						
Product Type A	Per tem	Y		$0.91	$0.09	$1.00
Product Type B	Per item	Y		$1.82	$0.18	$2.00
Product Type C	Per item	Y		$4.55	$0.45	$5.00
Product Type D	Per item	Y		$7.27	$0.73	$8.00
Product Type E	Per item	Y		$9.09	$0.91	$10.00
Product Type F	Per item	Y		$10.91	$1.09	$12.00
Product Type G	Per item	Y		$13.64	$1.36	$15.00
Product Type H	Per item	Y		$18.18	$1.82	$20.00
Product Type I	Per item	Y		$22.73	$2.27	$25.00
Product Type J	Per item	Y		$27.27	$2.73	$30.00
Product Type K	Per item	Y		$31.82	$3.18	$35.00
Product Type L	Per item	Y		$36.36	$3.64	$40.00
Product Type M	Per item	Y		$40.91	$4.09	$45.00
Product Type N	Per item	Y		$45.45	$4.55	$50.00
Product Type O	Per item	Y		$54.55	$5.45	$60.00
Product Type P	Per item	Y		$68.18	$6.82	$75.00
Service Fees - Program						
Program Type A - Program Participation	Per event	Y		$1.82	$0.18	$2.00
Program Type B - Program Participation	Per event	Y		$2.73	$0.27	$3.00
Program Type C - Program Participation	Per event	Y		$3.64	$0.36	$4.00
Program Type D - Program Participation	Per event	Y		$4.55	$0.45	$5.00
Program Type E - Program Participation	Per event	Y		$5.45	$0.55	$6.00
Program Type F - Program Participation	Per event	Y		$7.27	$0.73	$8.00
Program Type G - Program Participation	Per event	Y		$9.09	$0.91	$10.00
Program Type H - Program Participation	Per event	Y		$10.91	$1.09	$12.00
Program Type I - Program Participation	Per event	Y		$13.64	$1.36	$15.00
Program Type J - Program Participation	Per event	Y		$18.18	$1.82	$20.00
Program Type K - Program Participation	Per event	Y		$22.73	$2.27	$25.00
Program Type L - Program Participation	Per event	Y		$27.27	$2.73	$30.00
Program Type M - Program Participation	Per event	Y		$31.82	$3.18	$35.00
Program Type N - Program Participation	Per event	Y		$36.36	$3.64	$40.00
Program Type O- Program Participation	Per event	Y		$45.45	$4.55	$50.00
Program Type P - Program Participation	Per event	Y		$54.55	$5.45	$60.00
Program Type Q - Program Participation	Per event	Y		$63.64	$6.36	$70.00
Program Type R - Program Participation	Per event	Y		$72.73	$7.27	$80.00
Program Type S- Program Participation	Per event	Y		$90.91	$9.09	$100.00
Program Type T- Program Participation	Per event	Y		$109.09	$10.91	$120.00
Program Type U - Program Participation	Per event	Y		$118.18	$11.82	$130.00
Program Type V - Program Participation	Per event	Y		$136.36	$13.64	$150.00
Libraries						
Historical Photographs and Images						
Commercial Use	Per image with research - high resolution	Y		$27.27	$2.73	$30.00
Commercial Use Additional item	Each additional immage	Y		$13.64	$1.36	$15.00
Historical Film - Commercial use	Per request	Y		$40.91	$4.09	$45.00
Historical Film - Personal Use	Per request	Y		$13.64	$1.36	$15.00
Microfilm/Microfiche	Per page	Y		$0.91	$0.09	$1.00
Personal / Not for profit	Per request	Y		$7.27	$0.73	$8.00
Personal / Not for profit	Each additional image	Y		$2.27	$0.23	$2.50
Service Fee - Meeting Rooms						
Activity Space - Commercial and not-for profit	Per hour - includes a wet areas. No dedicated kitchenette	Y		$13.64	$1.36	$15.00
Ground Floor - Commercial	Per hour - includes kitchenette facilities	Y		$36.36	$3.64	$40.00
Ground Floor - Commercial	Full day - includes kitchenette facilities	Y		$254.55	$25.45	$280.00
Ground Floor - Non-profit community	Per hour - includes kitchenette facilities	Y		$18.18	$1.82	$20.00
Ground Floor - Not-profit Community	Full day - includes kitchenette facilities	Y		$127.27	$12.73	$140.00
Ground Floor - Regular Commercial	Per hour - includes kitchenette facilities	Y		$32.73	$3.27	$36.00
Level 1 - Commercial Double (RM3)	Per hour - includes kitchenette, toilet facilities and after hours access	Y		$41.82	$4.18	$46.00
Level 1 - Commercial Double (RM3)	Full day - includes kitchenette facilities	Y		$290.91	$29.09	$320.00
Level 1 - Commercial Single (RM 1 or 2)	Full day - includes kitchenette facilities	Y		$30.91	$3.09	$34.00
Level 1 - Commercial Single (RM 1 or 2)	Full day - includes kitchenette facilities	Y		$209.09	$20.91	$230.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Level 1 - Not-profit Community Double (RM 3)	Full day - includes kitchenette facilities	Y		$145.45	$14.55	$160.00
Level 1 - Not-profit Community Single (RM 1 or 2)	Full day - includes kitchenette facilities	Y		$104.55	$10.45	$115.00
Level 1 - Not-profit Community Single (RM 1 or 2)	Per hour - includes kitchenette, toilet facilities and after hours access	Y		$15.45	$1.55	$17.00
Level 1- Not-profit Community Double (RM 3)	Per hour - includes kitchenette, toilet facilities and after hours access	Y		$20.91	$2.09	$23.00
Level 1- Regular Commercial Double (RM 3)	Per hour - includes kitchenette, toilet facilities and after hours access	Y		$38.18	$3.82	$42.00
Level 1- Regular Commercial Single (RM 1 or 2)	Per hour - includes kitchenette, toilet facilities and after hours access	Y		$27.27	$2.73	$30.00
Level 1, Ground Floor and Whitford - Meeting Room Cancellation	Per cancellation	Y		$20 or 10% cancellation fee, whichever is the greater. Less GST	10%	$20 or 10% cancellation fee, whichever is the greater.
Level 1, Ground Floor Whitford Meeting Room, activity and study spaces	Per item - maintenance, cleaning repair	Y		In lieu of a bond, the service fee for maintenance or cleaning will be added to invoice - cost recovery Less GST	10%	In lieu of a bond, the service fee for maintenance or cleaning will be added to invoice - cost recovery
Study Space - Commercial and not-for-profit	Per hour	Y		$9.09	$0.91	$10.00
Service Fee - Whitford Library Meeting Room						
Commercial Hire	Per hour	Y		$27.27	$2.73	$30.00
Commercial Hire	Full day - no kitchenette facilities	Y		$181.82	$18.18	$200.00
Non-profit community hire	Per hour - no kitchenette facilities	Y		$13.64	$1.36	$15.00
Non-profit community hire	Full day - no kitchenette facilities	Y		$90.91	$9.09	$100.00
Service Fees - Book sale						
Adult Books	Per item	Y		$1.82	$0.18	$2.00
Bestseller	Per item	Y		$4.55	$0.45	$5.00
DVD - all	Per item	Y		$1.82	$0.18	$2.00
Fill a library bag (includes library bag)	Per bag	Y		$9.09	$0.91	$10.00
Jigsaw Puzzles	Per item	Y		$2.73	$0.27	$3.00
Junior Books	Per 3 items	Y		$0.91	$0.09	$1.00
Junior Books	Per item	Y		$0.45	$0.05	$0.50
Magazines	Per 5 items	Y		$1.09	$0.11	$1.20
Magazines - single item	Per item	Y		$0.45	$0.05	$0.50
Service Fees - Equipment Hire						
Audio Visual Equipment - includes TV/VCR/DVD/	Per booking	Y		$18.18	$1.82	$20.00
Laptop/Data Projector/Smartboard	Per item	Y		$18.18	$1.82	$20.00
Service Fees - Fines						
Fines	Per item per day post due date	N		$0.25	N/A	$0.25
Late Collection Fee	Per collection	N		$12.80	N/A	$12.80
Service Fees - Lost Borrower Cards						
Lost Borrower Cards	Per item	Y		$5.45	$0.55	$6.00
Service Fees - Printing and Photocopying						
Black and White A3	Per page	Y		$0.36	$0.04	$0.40
Black and White A4	Per page	Y		$0.18	$0.02	$0.20
Colour A3	Per page	Y		$1.82	$0.18	$2.00
Colour A4	Per page	Y		$0.91	$0.09	$1.00
Laminating Charge - A3	Per pouch	Y		$2.73	$0.27	$3.00
Laminating Charge - A4	Per pouch	Y		$1.82	$0.18	$2.00
Laminating Charge - A5	Per pouch	Y		$0.91	$0.09	$1.00
Service Fees - Stock Charges						
Lost Item Admin Charge	Per item	Y		$5.45	$0.55	$6.00
Minimum lost/damaged stock item charge - all magazines	Per item	Y		$7.91	$0.79	$8.70
Minimum lost/damaged stock item charge - general	Per item	Y		$12.55	$1.25	$13.80
Minimum lost/damaged stock item charge - junior- general	Per item	Y		$7.91	$0.79	$8.70
Minimum lost/damaged stock item charge - paperback	Per item	Y		$7.91	$0.79	$8.70
Repair Charge	Per item	Y		$5.45	$0.55	$6.00
Community Development						
Community Transport Fees						
Bus Hire - Group (Non - Program)-Community Groups-Full Day	Per bus plus fuel costs	Y		$160.00	$16.00	$176.00
Bus Hire - Group (Non - Program)-Community Groups-Half Day	Per half day plus fuel costs	Y		$81.82	$8.18	$90.00
Bus Hire - Individuals (Program)-Per Trip	Per person per trip	Y		$5.45	$0.55	$6.00
Youth Truck Hire (Groups outside City of Joondalup)						
Youth Truck Daily Hire - Saturday	Per Day (Maximum 6 Hours)	Y		$1,230.00	$123.00	$1,353.00
Youth Truck Daily Hire - Sunday	Per Day (Maximum 6 Hours)	Y		$1,660.00	$166.00	$1,826.00
Youth Truck Daily Hire - Weekdays	Per Day (Maximum 6 Hours)	Y		$830.00	$83.00	$913.00
Youth Truck Hourly Hire - Saturday	Per Hour (Minimum 3 Hours)	Y		$205.00	$20.50	$225.50
Youth Truck Hourly Hire - Sunday	Per Hour (Minimum 3 Hours)	Y		$276.64	$27.66	$304.30
Youth Truck Hourly Hire - Weekdays	Per Hour (Minimum 3 Hours)	Y		$138.36	$13.84	$152.20

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Cultural Services						
Community Art Exhibition						
Exhibitor fee	Per person	Y		$35.45	$3.55	$39.00
Student Exhibitor fee	Per person	Y		$13.64	$1.36	$15.00
Community Choral Project						
Participant fee	Per person	Y		$45.45	$4.55	$50.00
Concert						
Adult 18+ (Concert Tier 1)	Per concert	Y		$16.36	$1.64	$18.00
Adult 18+ (Concert Tier 2)	Per concert	Y		$35.45	$3.55	$39.00
Adult 18+ (Concert Tier 3)	Per concert	Y		$41.82	$4.18	$46.00
Adult 18+ (Concert Tier 4)	Per concert	Y		$49.09	$4.91	$54.00
Adult 18+ (Concert Tier 5)	Per concert	Y		$62.73	$6.27	$69.00
Adult 18+ (Concert Tier 6)	Per concert	Y		$70.00	$7.00	$77.00
Adult 18+ (Concert Tier 7)	Per concert	Y		$77.27	$7.73	$85.00
Child U12 (Concert Tier 1)	Per concert	Y		$9.09	$0.91	$10.00
Child U12 (Concert Tier 2)	Per concert	Y		$20.00	$2.00	$22.00
Child U12 (Concert Tier 3)	Per concert	Y		$23.64	$2.36	$26.00
Child U12 (Concert Tier 4)	Per concert	Y		$28.18	$2.82	$31.00
Child U12 (Concert Tier 5)	Per concert	Y		$36.36	$3.64	$40.00
Child U12 (Concert Tier 6)	Per concert	Y		$40.00	$4.00	$44.00
Child U12 (Concert Tier 7)	Per concert	Y		$43.64	$4.36	$48.00
Concession U18 & Card holders (Concert Tier 1)	Per concert	Y		$12.73	$1.27	$14.00
Concession U18 & Card holders (Concert Tier 2)	Per concert	Y		$30.00	$3.00	$33.00
Concession U18 & Card holders (Concert Tier 3)	Per concert	Y		$36.36	$3.64	$40.00
Concession U18 & Card holders (Concert Tier 4)	Per concert	Y		$41.82	$4.18	$46.00
Concession U18 & Card holders (Concert Tier 5)	Per concert	Y		$53.64	$5.36	$59.00
Concession U18 & Card holders (Concert Tier 6)	Per concert	Y		$60.00	$6.00	$66.00
Concession U18 & Card holders (Concert Tier 7)	Per concert	Y		$66.36	$6.64	$73.00
Standard (Concert Tier 2)	Per concert	Y		$70.00	$7.00	$77.00
Standard (Concert Tier 3)	Per concert	Y		$83.64	$8.36	$92.00
Standard (Concert Tier 4)	Per concert	Y		$98.18	$9.82	$108.00
Standard (Concert Tier 5)	Per concert	Y		$126.36	$12.64	$139.00
Standard (Concert Tier 6)	Per concert	Y		$140.00	$14.00	$154.00
Standard (Concert Tier 7)	Per concert	Y		$153.64	$15.36	$169.00
Ticketed Shows						
Adult 18+ (Program 1)	Per show	Y		$17.27	$1.73	$19.00
Adult18+ (Program 2)	Per show	Y		$20.91	$2.09	$23.00
Adult 18+ (Program 3)	Per show	Y		$24.55	$2.45	$27.00
Adult 18+ (Program 4)	Per show	Y		$28.18	$2.82	$31.00
Adult 18+ (Program 5)	Per show	Y		$31.82	$3.18	$35.00
Adult 18+ (Program 6)	Per show	Y		$35.45	$3.55	$39.00
Adult18+ (Program 7)	Per show	Y		$38.18	$3.82	$42.00
Adult 18+ (Program 8)	Per show	Y		$41.82	$4.18	$46.00
Adult 18+ (Program 9)	Per show	Y		$45.45	$4.55	$50.00
Adult 18+ (Program 10)	Per show	Y		$59.09	$5.91	$65.00
Adult 18+ (Program 11)	Per show	Y		$73.64	$7.36	$81.00
Child U12 (Program 1)	Per show	Y		$10.00	$1.00	$11.00
Child U12 (Program 2)	Per show	Y		$11.82	$1.18	$13.00
Child U12 (Program 3)	Per show	Y		$13.64	$1.36	$15.00
Child U12 (Program 4)	Per show	Y		$16.36	$1.64	$18.00
Child U12 (Program 5)	Per show	Y		$18.18	$1.82	$20.00
Child U12 (Program 6)	Per show	Y		$20.00	$2.00	$22.00
Child U12 (Program 7)	Per show	Y		$21.82	$2.18	$24.00
Child U12 (Program 8)	Per show	Y		$23.64	$2.36	$26.00
Child U12 (Program 9)	Per show	Y		$26.36	$2.64	$29.00
Child U12 (Program 10)	Per show	Y		$28.18	$2.82	$31.00
Child U12 (Program 11)	Per show	Y		$30.00	$3.00	$33.00
Concession U18 & Card holders (Program 1)	Per show	Y		$15.45	$1.55	$17.00
Concession U18 & Card holders (Program 2)	Per show	Y		$18.18	$1.82	$20.00
Concession U18 & Card holders (Program 3)	Per show	Y		$20.91	$2.09	$23.00
Concession U18 & Card holders (Program 4)	Per show	Y		$23.64	$2.36	$26.00
Concession U18 & Card holders (Program 5)	Per show	Y		$27.27	$2.73	$30.00
Concession U18 & Card holders (Program 6)	Per show	Y		$30.00	$3.00	$33.00
Concession U18 & Card holders (Program 7)	Per show	Y		$32.73	$3.27	$36.00
Concession U18 & Card holders (Program 8)	Per show	Y		$36.36	$3.64	$40.00
Concession U18 & Card holders (Program 9)	Per show	Y		$39.09	$3.91	$43.00
Concession U18 & Card holders (Program 10)	Per show	Y		$50.00	$5.00	$55.00
Concession U18 & Card holders (Program 11)	Per show	Y		$62.73	$6.27	$69.00
Valentine's Concert						
Merchandise Fee	Per Person	Y		$9.09	$0.91	$10.00
Reserved seating/hire fee	Per Person	Y		$18.18	$1.82	$20.00
Tier 1 - Valentine's Concert (Resident - Seniors/Concession Card holder discount)	Rate per Entry	Y		$27.27	$2.73	$30.00
Tier 1 - Valentine's Concert (Standard - resident)	Rate per Entry	Y		$31.82	$3.18	$35.00
Tier 1 - Valentine's Concert (Standard non-resident)	Rate per Entry	Y		$63.64	$6.36	$70.00
Tier 1 - Valentine's Concert Child (6 -16 years of age)	Rate per Entry	Y		$18.18	$1.82	$20.00
Tier 2 - Valentine's Concert (Resident - Seniors/Concession Card holder discount)	Rate per Entry	Y		$32.73	$3.27	$36.00
Tier 2 - Valentine's Concert (Standard - resident)	Rate per Entry	Y		$38.18	$3.82	$42.00
Tier 2 - Valentine's Concert (Standard non-resident)	Rate per Entry	Y		$76.36	$7.64	$84.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Tier 2 - Valentine's Concert Child (6 -16 years of age)	Rate per Entry	Y		$21.82	$2.18	$24.00
Tier 3 - Valentine's Concert (Resident - Seniors/Concession Card holder discount)	Rate per Entry	Y		$40.00	$4.00	$44.00
Tier 3 - Valentine's Concert (Standard - resident)	Rate per Entry	Y		$45.45	$4.55	$50.00
Tier 3 - Valentine's Concert (Standard non-resident)	Rate per Entry	Y		$90.91	$9.09	$100.00
Tier 3 - Valentine's Concert Child (6 -16 years of age)	Rate per Entry	Y		$26.36	$2.64	$29.00
Vendor						
Coffee/single product only	Per event	Y		$100.00	$10.00	$110.00
Long Event (more than 3 hours)	Per event	Y		$250.00	$25.00	$275.00
Market Stall holder 1 (Audience 100 - 1000)	Per event	Y		$200.00	$20.00	$220.00
Market Stall holder 2 (Audience 1000 - 5000)	Per event	Y		$300.00	$30.00	$330.00
Market Stall holder 3 (Audience 5000+)	Per event	Y		$400.00	$40.00	$440.00
Multi-day rate - Coffee/single product only	Per event	Y		$120.00	$12.00	$132.00
Multi-day rate - Long Event (more than 3 hours)	Per event	Y		$200.00	$20.00	$220.00
Multi-day rate - Short Event (less than 3 hours)	Per event	Y		$120.00	$12.00	$132.00
Short Event (less than 3 hours)	Per event	Y		$150.00	$15.00	$165.00
Workshop						
Adult 18+ (Community Program 1)	Per hour or part thereof	Y		$11.82	$1.18	$13.00
Adult 18+ (Community Program 2)	Per hour or part thereof	Y		$18.18	$1.82	$20.00
Adult 18+ (Community Program 3)	Per hour or part thereof	Y		$23.64	$2.36	$26.00
Adult 18+ (Community Program 4)	Per hour or part thereof	Y		$30.00	$3.00	$33.00
Adult 18+ (Community Program 5)	Per hour or part thereof	Y		$36.36	$3.64	$40.00
Child U12 (Community Program 1)	Per hour or part thereof	Y		$5.45	$0.55	$6.00
Child U12 (Community Program 2)	Per hour or part thereof	Y		$7.27	$0.73	$8.00
Child U12 (Community Program 3)	Per hour or part thereof	Y		$10.00	$1.00	$11.00
Child U12 (Community Program 4)	Per hour or part thereof	Y		$12.73	$1.27	$14.00
Child U12 (Community Program 5)	Per hour or part thereof	Y		$15.45	$1.55	$17.00
Concession U18 & Card holders (Community Program 1)	Per hour or part thereof	Y		$10.00	$1.00	$11.00
Concession U18 & Card holders (Community Program 2)	Per hour or part thereof	Y		$15.45	$1.55	$17.00
Concession U18 & Card holders (Community Program 3)	Per hour or part thereof	Y		$20.00	$2.00	$22.00
Concession U18 & Card holders (Community Program 4)	Per hour or part thereof	Y		$25.45	$2.55	$28.00
Concession U18 & Card holders (Community Program 5)	Per hour or part thereof	Y		$30.00	$3.00	$33.00
Recreational Services						
Administration Fees						
Cancellation Fee	Per booking	Y		100% of hire fee Less GST	10%	100% of hire fee
Cleaning / damage fee	Per booking	Y		100% of costs including GST Less GST	10%	100% of costs including GST
Casual Hire Bond						
Bond Forfeiture	Per booking	Y		Bond Forfeiture Less GST	10%	Bond Forfeiture
Facility Bond - Commercial	Per booking	N		$1,300.00	N/A	$1,300.00
Facility Bond - Commercial Public Event or other high risk function	Per booking	N		$2,500.00	N/A	$2,500.00
Facility Bond - Community	Per booking	N		$750.00	N/A	$750.00
Key Bond	Per booking	N		$150.00	N/A	$150.00
Park / Beach Bond - Commercial	Per booking	N		$900.00	N/A	$900.00
Park / Beach Bond - Commercial Public Event or other high risk function	Per booking	N		$2,000.00	N/A	$2,000.00
Community Facilities Hire - Commercial (Applicable until 31 December 2023)						
Commercial Casual Hire - Activity Room	Per hour	Y		$42.73	$4.27	$47.00
Commercial Casual Hire - Function Room Capacity > 200	Per hour	Y		$106.27	$10.63	$116.90
Commercial Casual Hire - Large Hall Capacity > 100	Per hour	Y		$85.45	$8.55	$94.00
Commercial Casual Hire - Meeting Room	Per hour	Y		$39.18	$3.92	$43.10
Commercial Casual Hire - Small Hall Capacity < 100	Per hour	Y		$74.73	$7.47	$82.20
Commercial Regular Hire - Activity Room	Per hour	Y		$30.45	$3.05	$33.50
Commercial Regular Hire - Function Room Capacity > 200	Per hour	Y		$76.09	$7.61	$83.70
Commercial Regular Hire - Large Hall Capacity > 100	Per hour	Y		$61.09	$6.11	$67.20
Commercial Regular Hire - Meeting Room	Per hour	Y		$28.18	$2.82	$31.00
Commercial Regular Hire - Small Hall Capacity < 100	Per hour	Y		$53.36	$5.34	$58.70
Community Facilities Hire - Community Groups / Individuals (Applicable until 31 December 2023)						
Community Casual Hire - Activity Room	Per hour	Y		$21.36	$2.14	$23.50
Community Casual Hire - Function Room Capacity > 200	Per hour	Y		$53.09	$5.31	$58.40
Community Casual Hire - Large Hall Capacity > 100	Per hour	Y		$42.73	$4.27	$47.00
Community Casual Hire - Meeting Room	Per hour	Y		$19.64	$1.96	$21.60
Community Casual Hire - Small Hall Capacity < 100	Per hour	Y		$37.36	$3.74	$41.10
Community Regular Hire - Activity Room	Per hour	Y		$15.18	$1.52	$16.70
Community Regular Hire - Function Room Capacity > 200	Per hour	Y		$35.91	$3.59	$39.50
Community Regular Hire - Large Hall Capacity > 100	Per hour	Y		$30.64	$3.06	$33.70
Community Regular Hire - Meeting Room	Per hour	Y		$14.09	$1.41	$15.50
Community Regular Hire - Small Hall Capacity < 100	Per hour	Y		$26.73	$2.67	$29.40
Community Facility Hire - Category A (Applicable from 1 January 2024)						
Large Hall Capacity > 200	Per hour	Y		$76.45	$7.65	$84.10
Medium Hall Capacity >100	Per hour	Y		$49.27	$4.93	$54.20
Small Hall Capacity <100	Per hour	Y		$25.82	$2.58	$28.40
Storage allocation	Per m2 per annum	Y		$90.00	$9.00	$99.00
Community Facility Hire - Category B (Applicable from 1 January 2024)						
Large Hall Capacity > 200	Per hour	Y		$15.27	$1.53	$16.80
Medium Hall Capacity >100	Per hour	Y		$9.82	$0.98	$10.80
Small Hall Capacity <100	Per hour	Y		$5.18	$0.52	$5.70
Storage allocation	Per m2 per annum	Y		$18.00	$1.80	$19.80

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Community Facility Hire - Category C (Applicable from 1 January 2024)						
Large Hall Capacity > 200	Per hour	Y		$3.82	$0.38	$4.20
Medium Hall Capacity >100	Per hour	Y		$2.45	$0.25	$2.70
Small Hall Capacity <100	Per hour	Y		$1.27	$0.13	$1.40
Storage allocation	Per m2 per annum	Y		$4.50	$0.45	$4.95
Heathridge Community Centre Indoor Court Hire - Commercial (Applicable until 31 December 2023)						
1/2 Basketball Court	Per hour	Y		$42.73	$4.27	$47.00
Badminton court	Per hour	Y		$29.09	$2.91	$32.00
Basketball Court	Per hour	Y		$80.45	$8.05	$88.50
Heathridge Community Centre Indoor Court Hire - Community Groups / Individuals (Applicable until 31 December 2023)						
1/2 Basketball Court	Per hour	Y		$21.36	$2.14	$23.50
Badminton Court	Per hour	Y		$13.64	$1.36	$15.00
Basketball Court	Per hour	Y		$40.18	$4.02	$44.20
Parks, Beaches and Open Spaces Hire - Commercial (Applicable until 31 December 2023)						
Commercial Operator Permit - Application Fee	Once	Y		$119.55	$11.95	$131.50
Commercial Operator Permit Fee - Annual - more than 25 hours per week	Per annum	Y		$2,668.27	$266.83	$2,935.10
Commercial Operator Permit Fee - Annual - up to 25 hours per week	Per annum	Y		$2,225.91	$222.59	$2,448.50
Commercial Operator Permit Fee - Monthly - more than 25 hours per week	Per month	Y		$296.55	$29.65	$326.20
Commercial Operator Permit Fee - Monthly - up to 25 hours per week	Per month	Y		$247.91	$24.79	$272.70
Per hour Casual Hire	Per hour	Y		$79.73	$7.97	$87.70
Regular Hire (min 10 regular and recurrent bookings)	Per hour	Y		$17.55	$1.75	$19.30
Parks, Beaches and Open Spaces Hire - Community Groups / Individuals (Applicable until 31 December 2023)						
Casual Hire	Per hour	Y		$19.00	$1.90	$20.90
Junior team sports - Park Hire (2.5 hours per team per week)	Per team per season	Y		$148.45	$14.85	$163.30
Junior team sports - Park Hire (5 hours per team per week)	Per team per season	Y		$295.82	$29.58	$325.40
Regular Hire (min 10 regular and recurrent bookings)	Per hour	Y		$5.82	$0.58	$6.40
Team sports - Park Hire (2.5 hours per team per week)	Per team per season	Y		$296.73	$29.67	$326.40
Team sports - Park Hire (5 hours per team per week)	Per team per season	Y		$591.73	$59.17	$650.90
Parks, Beaches and Public Open Space Hire - Category A (Applicable from 1 January 2024)						
Active Park	Per hour	Y		$60.27	$6.03	$66.30
Passive Park	Per hour	Y		$28.09	$2.81	$30.90
Parks, Beaches and Public Open Space Hire - Category B (Applicable from 1 January 2024)						
Active Park	Per hour	Y		$12.09	$1.21	$13.30
Passive Park	Per hour	Y		$5.64	$0.56	$6.20
Parks, Beaches and Public Open Space Hire - Category C (Applicable from 1 January 2024)						
Active Park	Per hour	Y		$3.00	$0.30	$3.30
Passive Park	Per hour	Y		$1.41	$0.14	$1.55
Sports Floodlights - Category A (Applicable from 1 January 2024)						
100 lux	Per hour	Y		$47.00	$4.70	$51.70
250 lux	Per hour	Y		$67.91	$6.79	$74.70
350 lux	Per hour	Y		$77.64	$7.76	$85.40
50 lux	Per hour	Y		$23.45	$2.35	$25.80
Sports Floodlights - Category B (Applicable from 1 January 2024)						
100 lux	Per hour	Y		$9.36	$0.94	$10.30
250 lux	Per hour	Y		$13.64	$1.36	$15.00
350 lux	Per hour	Y		$15.55	$1.55	$17.10
50 lux	Per hour	Y		$4.73	$0.47	$5.20
Sports Floodlights - Category C (Applicable from 1 January 2024)						
100 lux	Per hour	Y		$2.36	$0.24	$2.60
250 lux	Per hour	Y		$3.41	$0.34	$3.75
350 lux	Per hour	Y		$3.91	$0.39	$4.30
50 lux	Per hour	Y		$1.18	$0.12	$1.30
Subsidised Hire Fees (Applicable until 31 December 2023)						
Adult Recreation and Sporting Group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		50% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	50% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Community Child Care Provider	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		50% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	50% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Community Service and Charitable Group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Educational institution group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Junior recreational or sporting group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Justices of the Peace	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Life-Saving and/or Life-Preserving Service Groups	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Neighbourhood Watch Group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Other Not for Profit Community Group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		50% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	50% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Playgroup and Toy Library	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Residents' or ratepayers' group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Senior citizens recreational or sporting group	Subsidy afforded to hirer in line with Facility Hire Subsidy Policy	N		100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy	N/A	100% subsidy of prescribed fee in accordance with Facility Hire Subsidy Policy
Tennis Court Hire - Category A (Applicable from 1 January 2024)						
After 6pm	Per hour	Y		$7.64	$0.76	$8.40
Before 6pm	Per hour	Y		$1.82	$0.18	$2.00
Tennis Court Hire - Category B (Applicable from 1 January 2024)						
After 6pm	Per hour	Y		$1.55	$0.15	$1.70
Before 6pm	Per hour	Y		$0.36	$0.04	$0.40
Tennis Court Hire - Category C (Applicable from 1 January 2024)						
After 6pm	Per hour	Y		$0.36	$0.04	$0.40
Before 6pm	Per hour	Y		$0.09	$0.01	$0.10
Tennis Court Hire - Commercial (Applicable until 31 December 2023)						
Casual Hire - Commercial	Per hour	Y		$23.27	$2.33	$25.60
Tennis Court Hire - Community Groups / Individuals (Applicable until 31 December 2023)						
Casual Hire - Community	Per hour	Y		$14.64	$1.46	$16.10
Regular hire - Off peak period (before 6.00pm)	Per hour	Y		$152.36	$15.24	$167.60
Regular hire - Peak period (after 6.00pm)	Per hour	Y		$190.45	$19.05	$209.50
Leisure Centres						
Craigie Leisure Centre Facility Hire - Non Aquatic						
Aquatics Meeting Room - Commercial	Rate per hour	Y		$48.73	$4.87	$53.60
Aquatics Meeting Room - Community	Rate per hour	Y		$24.36	$2.44	$26.80
Aquatics Meeting Room - Schools	Rate per hour	Y		$18.18	$1.82	$20.00
Badminton Court Hire	Rate per hour	Y		$15.64	$1.56	$17.20
Badminton Court Hire - Schools	Rate per hour	Y		$11.64	$1.16	$12.80
Conference Room - Commercial	Rate per hour	Y		$38.91	$3.89	$42.80
Conference Room - Community	Rate per hour	Y		$19.45	$1.95	$21.40
Conference Room - School	Rate per hour	Y		$14.55	$1.45	$16.00
Creche - commercial	Rate per hour	Y		$48.36	$4.84	$53.20
Creche - community	Rate per hour	Y		$24.18	$2.42	$26.60
Creche - schools	Rate per hour	Y		$18.18	$1.82	$20.00
Foyer Area - Commercial	Rate per hour	Y		$86.36	$8.64	$95.00
Foyer Area - Community	Rate per hour	Y		$43.09	$4.31	$47.40
Group fitness class plus instructor - commercial	Rate per hour	Y		$218.18	$21.82	$240.00
Group fitness class plus instructor - Community	Rate per hour	Y		$109.09	$10.91	$120.00
Group fitness class plus instructor - Schools	Rate per hour	Y		$81.82	$8.18	$90.00
Group Fitness Studio - Commercial (rooms only)	Rate per hour	Y		$57.64	$5.76	$63.40
Group Fitness Studio - Community (rooms only)	Rate per hour	Y		$28.73	$2.87	$31.60
Narrawa Room - Commercial	Rate per hour	Y		$22.55	$2.25	$24.80
Narrawa Room - Community	Rate per hour	Y		$11.27	$1.13	$12.40
Narrawa Room - School	Rate per hour	Y		$8.36	$0.84	$9.20
Sports Hall 1, 2, 3 & 4 - Commercial	Rate per hour	Y		$90.55	$9.05	$99.60
Sports Hall 1, 2, 3 & 4 - Community	Rate per hour	Y		$45.27	$4.53	$49.80
Sports Hall 1, 2, 3 & 4 - Half Court - Commercial	Rate per hour	Y		$45.27	$4.53	$49.80
Sports Hall 1, 2, 3 & 4 - Half Court - Community	Rate per hour	Y		$22.91	$2.29	$25.20
Sports Hall 1, 2, 3 & 4 - Half Court - Schools	Rate per hour	Y		$17.27	$1.73	$19.00
Sports Hall 1, 2, 3 & 4 - Schools	Rate per hour	Y		$34.00	$3.40	$37.40
Wellness room - commercial	Rate per hour	Y		$52.36	$5.24	$57.60

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Wellness room - community	Rate per hour	Y		$26.18	$2.62	$28.80
Craigie Leisure Centre Facility Hire - Special Events						
Bond - commercial special event	Per event	N		$2,000.00	N/A	$2,000.00
Bond - community	Per event	N		$1,000.00	N/A	$1,000.00
Set up/pull down of booked area	Per hour	Y		$56.36	$5.64	$62.00
Craigie Leisure Centre Facility Hire- Aquatic Lanes						
Lane Hire (Indoor) - Commercial	Per lane / hour	Y		$18.00	$1.80	$19.80
Lane Hire (Indoor) - Community	Per lane / hour	Y		$13.27	$1.33	$14.60
Lane Hire (Indoor) - Schools	Per lane / hour	Y		$10.55	$1.05	$11.60
Lane Hire (Outdoor) - Commercial	Per lane / hour	Y		$25.82	$2.58	$28.40
Lane Hire (Outdoor) - Community	Per lane / hour	Y		$19.64	$1.96	$21.60
Lane Hire (Outdoor) - Schools	Per lane / hour	Y		$15.45	$1.55	$17.00
Pool Carnival Hire - Community	Rate per hour for 50m pool	Y		$178.18	$17.82	$196.00
Pool Carnival Hire - School	Rate per hour for 50m pool	Y		$89.09	$8.91	$98.00
Pool Inflatable Hire - includes 1 staff member for 2 hours	Per pool	Y		$172.73	$17.27	$190.00
Craigie Leisure Centre Facility Hire Bond						
Bond commercial	Per facility	N		$820.00	N/A	$820.00
Bond community	Per facility	N		$460.00	N/A	$460.00
Craigie Leisure Centre Facility Hire Leisure Centre - Special Events						
Cleaning costs - special events	100% of cleaning costs	Y		Cleaning costs - special events Less GST	10%	Cleaning costs - special events
Commercial special event	Hire fee = 200% of commerical rate	Y		Commercial special event Less GST	10%	Commercial special event
Function supervisor - after hours	Rate per hour	Y		Function supervisor - after hours Less GST	10%	Function supervisor - after hours
Craigie Leisure Centre Programs Fees and Charges						
Schedule 1 - Schedule of Fees	Per person / per attendance	Y		$6.14	$0.61	$6.75
Schedule 2 - Schedule of Fees	Per person / per attendance	Y		$10.00	$1.00	$11.00
Schedule 3 - Schedule of Fees	Per person / per attendance	Y		$11.14	$1.11	$12.25
Schedule 4 - Schedule of Fees	Per person / per attendance	Y		$12.18	$1.22	$13.40
Schedule 5 - Schedule of Fees	Per person / per attendance	Y		$14.55	$1.45	$16.00
Schedule 6 - Schedule of Fees	Per person / per attendance	Y		$16.14	$1.61	$17.75
Schedule 7 - Schedule of Fees	Per person / per attendance	Y		$17.73	$1.77	$19.50
Schedule 8 - Schedule of Fees	Per person / per attendance	Y		$18.86	$1.89	$20.75
Schedule 9 - Schedule of Fees	Per person / per attendance	Y		$23.00	$2.30	$25.30
Craigie Leisure Centre-Service Fees - Aquatic Entry						
Adult accompanying Children 2 yrs to 5 yrs	Per person	Y		$1.82	$0.18	$2.00
Adult Swim - 10 passes (10%)	Per booklet	Y		$57.27	$5.73	$63.00
Adult Swim - Single	Per person	Y		$6.36	$0.64	$7.00
Birthday Party - (courts only) 15-23 children	Per session	Y		$336.36	$33.64	$370.00
Birthday Party - (pool only) 15-23 children	Per session	Y		$386.36	$38.64	$425.00
Birthday Party - (pool only) additional staff member for children u/6	Per session	Y		$48.18	$4.82	$53.00
Birthday Party - Up to 15 children (courts only)	Per session	Y		$227.27	$22.73	$250.00
Birthday Party - Up to 15 children (pool only)	Per session	Y		$240.91	$24.09	$265.00
Carer/Aide - Special Needs	Per person	N		$0.00	N/A	$0.00
Carnival Entry	Per person	Y		$3.45	$0.35	$3.80
Child Swim - 10 passes (10%)	Per booklet	Y		$42.14	$4.21	$46.35
Child Swim - 20 passes (12.5%)	Per booklet	Y		$81.95	$8.20	$90.15
Child Swim - 40 passes (15%)	Per booklet	Y		$159.18	$15.92	$175.10
Child Swim (2yrs to 17yrs) Single	Per booklet	Y		$4.68	$0.47	$5.15
Children Under 2 yrs	Per person	N		$0.00	N/A	$0.00
Christmas Pool Party - Adult	Per person	Y		$6.36	$0.64	$7.00
Christmas Pool Party - Child	Per person	Y		$9.55	$0.95	$10.50
Christmas Pool Party - Family	Per family	Y		$26.36	$2.64	$29.00
Family Swim (2 Adults + 2 Children)	Per entry	Y		$18.18	$1.82	$20.00
NON Swimming Aquatic Entry	Per person	Y		$1.82	$0.18	$2.00
School Childs entry - in term lessons	Per child	Y		$3.18	$0.32	$3.50
Spa Lounge - 10 passes (10%)	Per booklet	Y		$100.64	$10.06	$110.70
Spa Lounge - Single	Per person	Y		$11.18	$1.12	$12.30
Spa Lounge Upgrade	Per person	Y		$4.82	$0.48	$5.30
Vacation Swimming	Per child	Y		$3.55	$0.35	$3.90
Vacation Swimming - 10 passes	Per booklet	Y		$35.45	$3.55	$39.00
Craigie Leisure Centre-Service Fees - Creche						
Fees - 1.5 hours	Per child up to 1.5hrs	Y		$4.82	$0.48	$5.30
Fees - 3 hours	Per child to to 3hrs	Y		$7.64	$0.76	$8.40
Fees - additional children in each family	Up to 1.5 hours	Y		$4.36	$0.44	$4.80
Fees - additional children in each family	Up to 3 hours	Y		$6.73	$0.67	$7.40
Craigie Leisure Centre-Service Fees - Discounts, to apply to Creche Entry, Memberships, Promotions, Single aquatic entry and lifestyle courses						
14 days for $14 membership promotion	Per person	Y		$12.73	$1.27	$14.00
30 days for $30 membership promotion	Per person	Y		$27.27	$2.73	$30.00
Full Time Student Discount	Per student	Y		Full Time Student Discount Less GST	10%	Full Time Student Discount
Group Discount / Corporate Membership (10%) (12 month membership)	Per membership	Y		Group Discount / Corporate Membership (10%) (12 month membership) Less GST	10%	Group Discount / Corporate Membership (10%) (12 month membership)

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Schools Discount (off Community Rate)	Per school	Y		Schools Discount (off Community Rate) Less GST	10%	Schools Discount (off Community Rate)
Seniors/Concession Card Holder Discount	Per person	Y		Seniors/Concession Card Holder Discount Less GST	10%	Seniors/Concession Card Holder Discount
Seniors/Concession Card Holder Discount (aged 75 years and about	Per person	Y		Seniors/Concession Card Holder Discount (aged 75 years and about Less GST	10%	Seniors/Concession Card Holder Discount (aged 75 years and about
Surf Club(s) Discount 10% off membership (excluding squads)	Per membership	Y		Surf Club(s) Discount 10% off membership (excluding squads) Less GST	10%	Surf Club(s) Discount 10% off membership (excluding squads)
Craigie Leisure Centre-Service Fees - Group Fitness (casual)						
Group Fitness Casual Entry Fee	Per person, per class	Y		$14.55	$1.45	$16.00
Group Fitness Casual Entry Fee - Express Class (30 minutes)	Per person, per class	Y		$7.05	$0.70	$7.75
Platinum Classes	Per person, per class	Y		$10.18	$1.02	$11.20
Craigie Leisure Centre-Service Fees - Gym Entry						
Casual Gym Entry	Per person	Y		$14.55	$1.45	$16.00
Other Health Group - gym entry	Per person	Y		$6.82	$0.68	$7.50
Craigie Leisure Centre-Service Fees - Hire Fees						
Badminton Racquet Hire	Rate per racquet	Y		$5.00	$0.50	$5.50
Craigie Leisure Centre-Service Fees - Learn to Swim Program						
Adult	Per person, per class	Y		$16.36	$1.64	$18.00
Child Level 7+	Per person, per class, includes 1 parent entry per week	Y		$16.36	$1.64	$18.00
One on One	Per person, per class, includes 1 parent entry per week	N		$63.00	N/A	$63.00
Parent/Child	Per person, per class, includes 1 parent entry per week	N		$16.00	N/A	$16.00
Pre-school/School Age	Per person, per class, includes 1 parent entry per week	N		$18.00	N/A	$18.00
Craigie Leisure Centre-Service Fees - Membership						
Fixed Upfront 1 Month	Per 1 month	Y		$190.91	$19.09	$210.00
Fixed Upfront 3 Months	Per 3 months	Y		$422.73	$42.27	$465.00
Craigie Leisure Centre-Service Fees - Membership (Gym or Group Fitness)						
Gym/Group Fitness - Fixed Upfront	Per 12 months	Y		$754.55	$75.45	$830.00
Gym/Group Fitness - Flexi Direct Debit	Fortnightly	Y		$35.27	$3.53	$38.80
Gym/Group Fitness - Ongoing Direct Debit	Fortnightly	Y		$29.55	$2.95	$32.50
Craigie Leisure Centre-Service Fees - Membership (Multi Access)						
Multi Access - Fixed Upfront	Per 12 months	Y		$950.00	$95.00	$1,045.00
Multi Access - Flexi Direct Debit	Fortnightly	Y		$44.09	$4.41	$48.50
Multi Access - Ongoing Direct Debit	Fortnightly	Y		$37.00	$3.70	$40.70
Craigie Leisure Centre-Service Fees - Membership (Platinum or Youth)						
Platinum/Youth - Fixed Upfront	Per 12 months	Y		$631.82	$63.18	$695.00
Platinum/Youth - Flexi Direct Debit	Fortnightly	Y		$29.82	$2.98	$32.80
Platinum/Youth - Ongoing Direct Debit	Fortnightly	Y		$25.00	$2.50	$27.50
Craigie Leisure Centre-Service Fees - Membership (Pool)						
Pool - Fixed Upfront	Per 12 months	Y		$577.27	$57.73	$635.00
Pool - Flexi Direct Debit	Fortnightly	Y		$27.09	$2.71	$29.80
Pool - Ongoing Direct Debit	Fortnightly	Y		$22.73	$2.27	$25.00
Craigie Leisure Centre-Service Fees - Membership Fees						
Cancellation of Direct Debit - between 6 and 12 months	Per cancellation	Y		$77.27	$7.73	$85.00
Membership administration fee	Per transaction requirement	Y		$13.64	$1.36	$15.00
New or replacement RFID wrist membership band	Per wristband	Y		$9.55	$0.95	$10.50
New RFID card	Per card	Y		$3.55	$0.35	$3.90
Non-contract establishment fee	Per arrangement	Y		$45.45	$4.55	$50.00
Craigie Leisure Centre-Service Fees - Special Events						
Holiday Activities	Per person	Y		$19.55	$1.95	$21.50
Platinum Adventure	Per activity	Y		$12.73	$1.27	$14.00
Sports Camp	Per camp	Y		$150.00	$15.00	$165.00
Craigie Leisure Centre-Service Fees - Swim Squad						
Squad Access – 2 Swims	Per person, per week	Y		$6.82	$0.68	$7.50
Squad Access – 6 to 9 Swims	Per person, per week	Y		$12.55	$1.25	$13.80
Squad Access– 3 to 5 Swims	Per person, per week	Y		$9.68	$0.97	$10.65
Craigie Leisure Centre-Service Fees- Sports						
Bib hire	Per team	Y		$6.55	$0.65	$7.20
Casual Basketball	Per person	Y		$6.18	$0.62	$6.80
Game Fees (Juniors)	Per team, per game	Y		$59.09	$5.91	$65.00
Game Fees (Senior Soccer Only)	Per team, per game	Y		$67.27	$6.73	$74.00
Game Fees (Seniors)	Per team, per game	Y		$70.91	$7.09	$78.00
Shuttlecock - Sale Only	Each	Y		$4.73	$0.47	$5.20
Social Badminton	Per person	Y		$9.55	$0.95	$10.50
Craigie Leisure Centre-Service Pro Shop						
Ball Hire (Basketball, Soccer and Netball)	Per ball	Y		$5.18	$0.52	$5.70
Pro Shop Sales	Per item	Y		Pro Shop Sales = Cost + Mark up to 150% Less GST	10%	Pro Shop Sales = Cost + Mark up to 150%

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Compliance						
Private Swimming Pools - Infringements						
Failing to Enclose a Swimming Pool - Where Notice has been Served	Per Infringement	N	S	$1,000.00	N/A	$1,000.00
Private swimming pools - Inspection Fees (Statutory)						
Inspection Fee per pool (Statutory)	Per annum	N	S	$43.90	N/A	$43.90
Private Swimming Pools (Non-Statutory) - Inspection Fees and Written Report						
Inspection Fee and Written report per pool (Non - Statutory)	Per inspection	N		$204.00	N/A	$204.00
Governance Support						
Service Fees - Printing and Photocopying						
Printing costs for the purpose Council Agendas and Minutes requested at City Libraries.	Per copy	N		100% waived	N/A	100% waived
Records						
Administration fees – Freedom of Information						
Application fee – non personal information only	Per application	N	S	$30.00	N/A	$30.00
Decision making on access	per hour/pro rata	N	S	$30.00	N/A	$30.00
Delivery, packaging and postage	per application	Y		Actual Cost Less GST	10%	Actual Cost
Duplicating a tape, film or computer information	per applicatoin	N		Actual Cost	N/A	Actual Cost
Staff time supervising access	per hour/pro rata	N	S	$30.00	N/A	$30.00
Transcription staff time for transcribing information from tape or other device	per hour/pro rata	N	S	$30.00	N/A	$30.00
Council publications – electoral rolls						
Electoral roll (electronic copy) – (subject to statutory declaration to prevent commercial use)	Cost of electronic version	Y		$27.27	$2.73	$30.00
Customer Service						
Service Fees - Computer Printing						
Black and White A3	Per page	Y		$0.36	$0.04	$0.40
Black and White A4	Per page	Y		$0.18	$0.02	$0.20
Colour A3	Per page	Y		$1.82	$0.18	$2.00
Colour A4	Per page	Y		$0.91	$0.09	$1.00
Service Fees - Photocopies						
Black and White Photocopier - > 1000	Each A3	Y		$0.18	$0.02	$0.20
Black and White Photocopier - >1000	Each A4	Y		$0.09	$0.01	$0.10
Black and White Photocopier - 100 -1000	Each A3	Y		$0.27	$0.03	$0.30
Black and White Photocopier - 100-1000	Each A4	Y		$0.18	$0.02	$0.20
Black and White Photocopier - 1-100	Each A3	Y		$0.36	$0.04	$0.40
Black and White Photocopier - 1-100	Each A4	Y		$0.18	$0.02	$0.20
Colour Photocopier	Each A3	Y		$1.82	$0.18	$2.00
Colour Photocopier	Each A4	Y		$0.91	$0.09	$1.00
Strategic and Organisational Development						
Business Forum						
Registration per user	Per person	Y		$27.27	$2.73	$30.00
Stallholder Fee	Per stall	Y		$90.91	$9.09	$100.00
Environmental Development						
Environmental Development						
Environmental Education Event	Per attendee	Y		$4.55	$0.45	$5.00
Environmental Education Workshop	Per attendee	Y		$4.55	$0.45	$5.00
Infrastructure Management						
Professional Fees						
Director Professional Fee	Per Hour - Minimum of one hour. Inclusive of salary on-costs and overheads.	Y		$259.09	$25.91	$285.00
Graduate Officer	Per Hour - Minimum of one hour. Inclusive of salary on-costs and overheads.	Y		$105.45	$10.55	$116.00
Manager Professional Fee	Per Hour - Minimum of one hour. Inclusive of salary on-costs and overheads.	Y		$190.91	$19.09	$210.00
Officer Professional fee	Per Hour - Minimum of one hour. Inclusive of salary on-costs and overheads.	Y		$118.18	$11.82	$130.00
Senior Officer Professional fee	Per Hour - Minimum of one hour. Inclusive of salary on-costs and overheads.	Y		$136.36	$13.64	$150.00
Lighting						
Service Fee - Redundant Public Lighting Infrastructure						
Redundant Public Light Infrastructure	Per Pole	Y		$140.00	$14.00	$154.00
Waste Management						
Rated Residential Properties Service Fees - Refuse Collection						
Annual service fee for bin & Animal Waste Dispenser on Private Land for use by public (includes supply of dog bags 1 x 600 per week)	Per annum	N		$1,867.00	N/A	$1,867.00
Bins - Functions / Events - CDS Bin Delivery & collection only	Encourage event holders to sort and take advantage of income from CDS	Y		$9.09	$0.91	$10.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Bins - Functions/Events	Delivery/collection of bin and processing of waste costs coj $32 increased exisiting by CPI	Y		$23.64	$2.36	$26.00
Establishment Fee - Additional Recycling or Greens Waste bin to existing Standard Refuse Service	Establishment Fee - One off	N		$71.00	N/A	$71.00
Establishment Fee - Installation of Bin & AWD on private Land upon request	Establishment Fee - One off	N		$442.00	N/A	$442.00
Establishment Fee - New Standard Refuse Service for supply & delivery of 3 bins	Establishment Fee - One off	N		$160.00	N/A	$160.00
Larger General Waste Bin (240L) - Establishment fee, first year collection and processing	Establishment Fee - One off	N		$164.00	N/A	$164.00
Waste Refuse - Annual Standard Service including 3 bins, Bulk Waste	Per annum	N		$360.00	N/A	$360.00
Waste Refuse - Additional Annual Service fee for 240L Green bin collection, processing service and disposal.	Per annum	N		$41.00	N/A	$41.00
Waste Refuse - Additional Annual Service fee for 240L or 360L Recycle bin collection, processing service and disposal.	Per annum	N		$56.00	N/A	$56.00
Waste Refuse - Additional Annual Standard Service including 3 Bins, Bulk Waste	Per annum	N		$360.00	N/A	$360.00
Waste Refuse - Additional bin collection between collection days	Per bin	Y		$40.91	$4.09	$45.00
Waste Refuse - Annual Standard Service for 3 bins - Full & Part Pensioners. No discount on Waste Refuse Charge, discount only applies to property rates	Per annum	N		$360.00	N/A	$360.00
Waste Refuse - Recovery Fee if property Demolished and owner has not contacted the City to remove bins and bins are missing	On Demolition applications states to complete the request for removal of bins to recoup the citys assets	N		$150.00	N/A	$150.00
Waste Refuse -Additional Annual Service Fee for upgrade 240L General Waste for collection, processing and disposal.	Per annum	N		$242.00	N/A	$242.00
Traffic Engineering						
Traffic Management Plan (TMP)						
Additional fee for Accelerated TMP Assessment and Approval - approval required within half usual approval time	Traffic Management Plans (TMP) are required to safely and efficiently guided users around, through or past a roadwork site and ensure the network performance is not unduly impacted. Not for profit exempt	Y		$268.18	$26.82	$295.00
TMP Assessment and Approval - Basic Plan	Traffic Management Plans (TMP) are required to safely and efficiently guided users around, through or past a roadwork site and ensure the network performance is not unduly impacted. Not for profit exempt. Minimum assessment approval: 10 business days	Y		$309.09	$30.91	$340.00
TMP Assessment and Approval - Complex Plan	Traffic Management Plans (TMP) are required to safely and efficiently guided users around, through or past a roadwork site and ensure the network performance is not unduly impacted. Not for profit exempt. Minimum assessment approval: 20 business days	Y		$677.27	$67.73	$745.00
TMP Assessment and Approval - Event Plan	Traffic Management Plans (TMP) are required to safely and efficiently guided users around, through or past a roadwork site and ensure the network performance is not unduly impacted. Not for profit exempt. Minimum assessment approval: 30 business days	Y		$618.18	$61.82	$680.00
Verge Bonds						
Application Fee (estimated construction value =>$60,000)	Per Application. Fee applicable for administering verge bond and initial post-construction inspection (subsequent required inspections will be deducted from the bond) .	Y		$181.82	$18.18	$200.00
Verge Bond - Estimated construction value $60,000 - $250,000	Refundable following post-construction inspection. Any required repairs due to damage to the verge area is the responsibility of the applicant. Note: any damage to trees will be assessed using the Helliwell system.	N		$1,000.00	N/A	$1,000.00

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Verge Bond - Estimated construction value > $250,000	Refundable following post-construction inspection. Any required repairs due to damage to the verge area is the responsibility of the applicant. Note: any damage to trees will be assessed using the Helliwell system.	N		$2,000.00	N/A	$2,000.00
Urban Development						
Service Fees - Administration Charge						
Charge applicable for admin of private works	Per works	Y	S	5% of Total Works Less GST	10%	5% of Total Works
Engineering Design	Per hour - minimum of one hour	Y		$136.36	$13.64	$150.00
Service Fees - Subdivision Supervision Fees						
Application fee for Bonding of Incomplete Works	IPWEA Subdivision Guidelines section 1.20.3	Y	S	$1,000.00	$100.00	$1,100.00
Defects Liability Bond for Subdivision Civil Works	Per bond	N	S	5% of Civil Contract Value	N/A	5% of Civil Contract Value
Engineering Supervision fee per Subdivision (Construct and Drain Street)	With consulting engineer and clerk of works	Y	S	1.5% of total construction co Less GST	10%	1.5% of total construction co
Engineering Supervision fee per Subdivision (Construct and Drain Street)	Without consulting engineer and clerk of works	Y	S	3% of total construction costs Less GST	10%	3% of total construction costs
Operation Services						
Access Bond - Public Open Space and Public Accessways						
Resident /Service Provider/ Contractor - Other Access/ Light Vehicle requirements	Bond	N		$800.70	N/A	$800.70
Resident/service provider/contractor – Vehicle Access	Bond	N		$2,675.90	N/A	$2,675.90
Access Bond Application Fee						
Per application. Fee applicable for administering access bond applications for public open space and public accessways and pre/post inspections	Per application	Y		$181.82	$18.18	$200.00
Developer/Resident Damages Tree - Tree Valuation						
When a Resident/Developer/Utility Services provider damages a tree that results in its removal, the developer or resident will be liable for the following costs (Amenity value of the tree plus removal costs plus Local Law penalty). The developer or resident will provide a replacement tree to a minimum height of 2 metres to the satisfaction of the Manager of Operation Services. Where the damage to the tree required the City to engage an independent arborist to access the tree, the developer or resident will be liable for the report costs and the cost of any associated recommendations made.	Per Tree-Helliwell Tree Amenity Evaluation x $67.00 + Tree Removal and Replacement Cost	Y		When a Resident/Developer/Utility Services provider damages a tree that results in its removal, the developer or resident will be liable for the following costs (Amenity value of the tree plus removal and replacement costs). Where the damage to the tree required the City to engage an independent arborist to access the tree, the developer or resident will be liable for the report costs and the cost of any associated recommendations made. Less GST	10%	When a Resident/Developer/Utility Services provider damages a tree that results in its removal, the developer or resident will be liable for the following costs (Amenity value of the tree plus removal and replacement costs). Where the damage to the tree required the City to engage an independent arborist to access the tree, the developer or resident will be liable for the report costs and the cost of any associated recommendations made.
Developer/Resident Proposes Removal - Tree Valuation						
Where a property development plan proposes removal of a street tree or trees the developer will pay for the amenity value of the tree or trees with the valuation being determined by the Helliwell Method. All removal costs to be included	Per Tree-Helliwell Tree Amenity Evaluation x $67.00 + Tree Removal and Replacement Cost	Y		Where a property development plan proposes removal of a street tree or trees the developer will pay for the amenity value of the tree or trees with the valuation being determined by the Helliwell Method. Removal and replacement (where required) costs to be included Less GST	10%	Where a property development plan proposes removal of a street tree or trees the developer will pay for the amenity value of the tree or trees with the valuation being determined by the Helliwell Method. Removal and replacement (where required) costs to be included
Engineering Maintenance						
Access Bond - Footpaths						
City Wide	Variable - depending upon infrastructure at each site	N		City Wide	N/A	City Wide
Service Fees - Access						
Remove and Replace Grab Rails	Charge to individuals requesting temporary removal	Y		$483.59	$48.36	$531.95

Schedule of Fees and Charges 2023/2024

Description	Basis of Charge	GST Y/N	Statutory fee "S"	Fee Excluding GST	GST	Gross Fee Included
Service Fees - Other Services						
Directional Sign	Per sign installation-Variable and maintenance for five years	Y		$277.50	$27.75	$305.25
Service Fees - Semi Mountable Kerb						
Installation of Semi Mountable kerb around corner residential properties	Charge per Linear Metre	Y		$90.09	$9.01	$99.10
Service Fees - Standard Vehicle Crossing						
Crossover Kerb Fillet (alteration of kerb profile at owner's request)	Charge per Linear Metre	Y		$90.09	$9.01	$99.10
Crossover Kerb Fillet (replacement of illegally removed kerb)	Charge per Linear Metre	Y		$90.09	$9.01	$99.10
Asset Management						
Telecommunications Administration Fee						
Application assessment - Low Impact Facilities - Telecommunications	Per application	Y		$318.18	$31.82	$350.00
Utility charge - Water						
Water Charge - Trading in Public Places Licence - Dog Washing Stations	Per annum charge	N		$600.00	N/A	$600.00
Building Maintenance						
Key Management						
Facility Keys/Padlocks for lessees and hirers	Each Replacement	Y		Actual costs Less GST	10%	Actual costs
Facility rekeying administration charge	Each Rekey	Y		$318.18	$31.82	$350.00