

NOTICE OF MEETING

ORDINARY COUNCIL

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

Tuesday 23 May 2023 at 5.30pm

MARK R NEWMAN
Chief Executive Officer
11 May 2023

AGENDA

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

4. IMPORTANT NOTE

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

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

6. AMENDMENT TO STANDING ORDERS

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

7. PUBLIC QUESTION TIME

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

8. PUBLIC STATEMENT TIME

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

9. LEAVE OF ABSENCE REQUESTS

10. PETITIONS

11. PRESENTATIONS**12. DEPUTATIONS**

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

13. CONFIRMATION OF MINUTES

13.1 Ordinary Council Meeting: 18 April 2023

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

14. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**15. DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS****16. QUESTIONS FROM ELECTED MEMBERS (WITHOUT DISCUSSION)**

16.1 Questions of which due notice has been given

16.2 Questions of which notice has not been given

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

No.	Item	Page No	Note
1	Financial Report March 2023	4-39	Absolute Majority Required
2	Annual Review Register Delegated Authority	40.103	Absolute Majority Required
3	Lease – Mandurah Country Club Inc. - Lot 104 (No. 16) Marsh Place, Halls Head	104-107	
4	Strategic Community Plan 2020-2040 Major Review	108-120	
5	Waste Education Plan 2022-2025	121-153	

20. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

21. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

22. LATE AND URGENT BUSINESS ITEMS

23. CONFIDENTIAL ITEMS

24. CLOSE OF MEETING

1 **SUBJECT:** Financial Report March 2023
DIRECTOR: Business Services
MEETING: Council Meeting
MEETING DATE: 23 May 2023

Summary

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

Council is requested to approve an additional allocation of \$1,267 to the 2022/2023 training and development allocation for Councillor Peter Jackson, in accordance with the Elected Member and CEO Training, Professional Development, Travel and Events Council Policy.

Council is requested to approve a rollover of the previous funding agreement for an additional year (2022/23) to the Peel Chamber of Commerce and Industry (PCCI) for the amount of \$30,500 and in accordance with all terms already established previously.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.6/6/22 28/06/2022 Adoption of Annual Budget 2022/23
- G.10/3/23 28/03/2023 Budget Review 2022/23

Background

Nil

Comment

Financial Summary

The financial report for March 2023 shows an actual surplus for this period of \$36.20 million. This is considered a reasonable surplus at the current point in time and is sufficient to meet the City's obligations and commitments up to 30 June 2023.

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

	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. (b)-(a)	Var.% (b)-(a)/(a)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
Opening Funding Surplus / (Deficit)	3,865	3,865	3,865	(0)	0%
<u>Revenue</u>					
Revenue from operating activities	125,560	118,050	120,282	2,231	2%
Capital revenue, grants and Contribution	18,611	13,958	4,162	(9,796)	-70%
	144,171	132,009	124,444	(7,565)	
<u>Expenditure</u>					
Operating Expenditure	(150,406)	(112,052)	(104,977)	7,075	-6%
Capital Expenditure	(47,615)	(34,874)	(13,447)	21,427	-61%
	(198,021)	(146,926)	(118,424)	28,502	
Non-cash amounts excluded from operating activities	34,757	26,171	27,341	1,170	4%

Non-cash amounts excluded from investing activities	(5,314)	-	2,675	2,675	0%
Other Capital Movements	23,173	(3,423)	(3,694)	(271)	8%
Closing Funding Surplus / (Deficit)	2,630	11,695	36,206	24,511	210%

The following table highlights the status of the City's key capital projects for the 2022/2023 financial year:

Project	2022/23 Actuals Incl. CMT \$'000s	2022/23 Annual Budget \$'000s	On Time / On Budget	Comment
Western Foreshore Recreation Precinct	1,353	3,330	<p><i>The project's original date of completion was March 2022, the project was substantially completed in October 2022 with minor finishing works progressing.</i></p> <p><i>The project remains within the budget allocated.</i></p>	<p><i>Project status:</i></p> <p>The Play Space was opened to the public on Sunday, 30 October 2022.</p> <p>The special feature rope tunnel and playground boat have been installed and are now complete.</p> <p>Procurement planning is underway for the additional shade shelters.</p> <p>A review of the funding of the Waterfront Project is currently being undertaken and will be presented to Council in due course.</p>
Eastern Foreshore South Precinct	694	3,412	<p><i>Completed</i></p> <p><i>The project original date of completion was January 2022, the project was substantially completed in August 2022 with the toilet block progressing.</i></p> <p><i>The project remains within the budget allocated.</i></p> <p><i>The project is estimated to be completed by mid-2023.</i></p>	<p><i>Project status:</i></p> <p><u>Estuary Pool</u> The Estuary Pool was opened to the public on 24 December 2021.</p> <p><u>Eastern Foreshore South – Reserve Area</u> Carpark reconfiguration and paving are complete.</p> <p>The concrete seating wall and soft landscaping works are complete.</p> <p>Works to the southern end of the eastern foreshore area are complete.</p> <p>The Mobility Scooter Charging Station will be progressed as part of the toilet block and surrounding construction work.</p> <p><u>Toilet Block</u> Following the design presentation to Elected Members, design changes are being made. Construction tenders will be advertised within the next 4-6 weeks.</p>

RC Pinjarra Road Stage 4	1,598	1,533	<i>Stage 4 has been substantially completed with road open to traffic ahead of schedule.</i>	<i>Project status:</i> Reconstruction of the section between Randell Street and Foulkes Place commenced in October. Eastbound lanes were completed in December 2022 and the west bound lanes commenced in January 2023. The road was substantially completed and opened ahead of schedule in late March 2023. Antiskid treatment and formal project closeout to occur during April 2023.
RC Peel Street Stage 3	548	1,528	<i>The project stage 3 completion date is June 2023.</i>	<i>Project status:</i> The engaged electricity network operator has secured a contractor for the underground power works which are currently underway. Further service relocation works including telephone, water, and internet are expected to commence on site from March to June 2023.
MARC Roof Repairs	6,847	7,536	<i>The project completion date is expected to be late 2023.</i>	<i>Project status:</i> The contract for the design and construction of the new roof was executed in December 2022. The contractor mobilised to the site in early February. It is expected that the work will be completed in late 2023.

Statutory Environment

Local Government Act 1995 Section 6.4 Financial Report

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

Policy Implications

Nil

Financial Implications

Any material variances that have an impact on the outcome of the budgeted surplus position are explained in the Monthly Financial Report, as detailed in Attachment 1.1.

Risk Analysis

Nil

Strategic Implications

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

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices.

2022/23 Budget Variations

Bus Shelter Maintenance Assistance Scheme: Public Transport Authority – Operating Grant

The City of Mandurah has 108 bus shelters that it owns and maintains. The City has recently been notified that under the Bus Shelter Maintenance Assistance Scheme, managed by the Public Transport Authority, each local government is entitled to a payment of \$157 per bus shelter for 2022/23. It is therefore requested, that an operating grant budget of \$16,956 be approved to align with the funding received for this financial year.

Youth Zone @ Mandurah Forum - Operating Grant

The City's Youth Development team have been successful in securing a \$25,000 operating grant from the WA Police Emerging Crimes grant fund. It is proposed that the funds be used to fund the Youth Zone @ Mandurah Forum project. This project will involve youth officers activating a space in the Mandurah Forum, as a once a week after school youth zone, with fun and interactive opportunities to positively engage young people. The aim is to reduce anti-social behaviour at the Mandurah Vicinity Forum Shopping Centre and increase youth services and Vicinity security staff relationship with at risk young people. It is recommended that new operating revenue and expenditure budgets of \$25,000 be approved for the Youth Zone @ Mandurah Forum operating project to enable full utilisation of this grant funding.

Admin Building Foyer – Front Door Reveals Replacement

The Admin Building Foyer – Front Door Reveals Replacement capital project has a current budget of \$21,687. The scope of work has increased due to a requirement to replace the original panelling and structural supports as these were not sufficient or strong enough to support the new works. The additional works are estimated to cost \$17,645 and include labour, materials, and the hire of a scissor lift to access the works. It is recommended that this budget be increased by \$17,645 from \$21,687 to \$39,332 to enable completion of this project.

It is proposed that this increase in budget be funded from savings achieved in the following capital projects:

Verandah on the air pistol shed at Port Bouvard Pistol Club	\$3,645
Minor Improvements to Sutton Hall	\$5,000
MARC - Creche Blind Replacement	\$9,000
Total	\$17,645

MARC Geothermal Pump & Variable Speed Drive

The MARC Geothermal Pump & Variable Speed Drive capital project has a current budget of \$228,626. The scope of the project has increased due to the external pump contractor now managing the installation of the new pump, to reduce issues and concerns which were raised in the previous pump installation. These issues included additional damage to the pressure pipe system and fiberglass tubes which required replacement. The additional costs for materials and contractor expenses are estimated to be \$5,000. It is recommended that this budget be increased by \$5,000 from \$228,626 to \$233,626 to enable completion of this project.

It is proposed that this \$5,000 increase in budget be funded from the Emulsion Tank with Bunding capital project which has savings due to the costs for installation being less than estimated.

Accounts Payable Invoice Review

The invoice review process completed prior to invoice payment, has identified that invoices for the below works have been processed as a maintenance transaction through an operating account:

Replacement of Mandurah Visitors Centre Decking	\$28,786
Bortolo Fire Training Area – Vehicle Access Gates	\$10,909
Island Point Green Bridge	\$52,944

These purchases are capital in nature as the invoice value is greater than \$5,000 and the purpose of the works was to improve the condition of the asset beyond the original condition and/or to lengthen the life of the asset. To enable the capitalisation of these invoices, it is recommended that approval be granted to move a budget for the value of these invoices, from the operating budget they were paid from to a new capital works project.

The operating budgets to be reduced are as follows:
Mandurah Visitors Centre - Facility Management
Bortolo Park – Assets Parks and Reserves Maintenance
Bushland Management Activation – Natural Areas Maintenance

Drainage Sump Maintenance

In the 2022/2023 operating budget, the budget to maintain the drainage sump was allocated to the City Civil team as it was planned that this team would perform all required maintenance. Some of the works involved were for sump beautification and maintenance of vegetation, trees, spraying and other associated activities. This is not the core business of City Civil and as such City Parks resumed the responsibility of these duties which incurred associated expenditure. As a result of this work reallocation, it is recommended that a budget of \$68,986 be allocated from City Works Maintenance – Drainage Maintenance to Sump Beautification – Assets Parks and Reserves Maintenance.

Transform Mandurah Funding Program Reserve

At the April 2023 Council meeting, Elected Members adopted all recommendations presented in the Restart Mandurah Now – Industry and Business Incentive Scheme Program Review report.

Recommendation 2 requested Council to note that the remaining funds from the Restart Mandurah Now - Industry & Business Incentives Scheme budget allocation totalling \$834,729, were currently held in the Restart Mandurah Funding Program reserve account.

Further clarification is required in relation to this recommendation, as although a total of \$834,729 is held in reserve in relation to the Restart Mandurah operating programs, they are not held in a Restart Mandurah Funding Program reserve. \$500,000 is held in the Restricted Cash Reserve and \$334,729 is held in the Asset Management Reserve.

Recommendation 5 requested Council to approve the change of name for the reserve account from Restart Mandurah Funding Program Reserve to Transform Mandurah Funding Program Reserve, and the purpose was to progress projects endorsed by Council under Transform Mandurah or identified through other City Strategies to support the City's Economic aspirations and objectives.

As there is no Restart Mandurah Funding Program Reserve, a name change is not required. It is recommended that a new Reserve be created called the Transform Mandurah Funding Program Reserve with the purpose to progress projects endorsed by Council under Transform Mandurah or identified through other City Strategies to support the City's Economic aspirations and objectives.

These changes impact recommendation 3 that requested Council to endorse that all remaining funds in the Restart Mandurah Funding Program reserve account, be reallocated for the purposes of progressing approved Transform Mandurah priority projects, and projects identified through City Strategies. As the remaining funds are in the Restricted Cash Reserve \$500,000 and the Asset Management Reserve \$334,729, it is recommended that the remaining funds in these respective reserves be reallocated to the newly created Transform Mandurah Funding Program Reserve.

Additional allocation for Training and Professional Development

Councillor Peter Jackson has indicated that he would like to use his 2021/2022 and 2022/2023 training and professional development allocation (total of \$8,000) to undertake the Australian Institute of Company Directors (AICD) Course in August 2023. In accordance with clause 3(c) of the Elected Member and CEO Training, Professional Development, Travel and Events Council Policy, a resolution of Council is required to approve Elected Members to attend training and professional development where the estimated event expenses exceed the available balance of the Elected Member's two-year expense allocation, which is \$8,000. The total cost of the course is \$8,449 for AICD members and is exempt from GST. For the City to take advantage of the AICD member cost, it is recommended that Council approve Councillor Peter Jackson's annual subscription of \$563.60 (excluding GST) and joining fee of \$200 (excluding GST) to be paid for by the City. The non-member cost of the course is \$11,849 (difference of \$2,520 between non-member price and member price with annual subscription and joining fee included). It is proposed that Council approve the additional amount of \$1,267 for course fees (\$449), joining fee (\$200), annual subscription (\$563.60) and travel expenses (\$54.50 excluding GST). There are sufficient funds in the Elected Member training budget to cover this additional amount.

Peel Chamber of Commerce

In August 2018, Council resolved to develop a three-year sponsorship package (2018/19 to 2020/21) for the Peel Chamber of Commerce and Industry (Peel CCI), following a request from Peel CCI for an extension of previous funding agreements with the City. Under the package, annual funding of \$30,500 was provided by the City to Peel CCI for three years, for the following purposes:

- Business Membership Agreement (\$12,000);
- Platinum Partnership (\$3,500) and
- Discretionary Funds (\$15,000).

In November 2021, Council approved a rollover of the previous funding agreement for an additional year 2021/22 under an extension of the 2018/19-2020/21 Business Membership Agreement. Included in the terms of the funding arrangement, Peel Chamber of Commerce and Industry is to provide the following:

- Strategic plan;
- Annual report;
- Annual budget;
- Quarterly financials;
- Quarterly report on business activities;
- Acquittals;
- Business plan; and
- Ex-officio position on Peel Chamber of Commerce and Industry Board for the term of the funding agreement, to be filled by the City's Director of Strategy and Economic Development, or delegate.

Council also requested a review of funding and options to support local businesses be presented back to Council by May 2022. Due to other priorities, the City officers have not been able to deliver on this resolution point. It is important to note, that City officers continue to collaborate with Peel CCI to explore funding options and ways to support local business. It is expected that City officers could present back to Council in December 2023 in relation to the review of funding and options to support local businesses.

City officers are requesting that Council approve a rollover of the previous funding agreement for an additional year 2022/23 under an extension of the 2018/19-2020/21 Business Membership Agreement. Included in the terms of the funding arrangement, Peel Chamber of Commerce and Industry is to provide the following:

- Strategic plan;
- Annual report;
- Annual budget;
- Quarterly financials;
- Quarterly report on business activities;
- Acquittals;
- Business plan; and
- Ex-officio position on Peel Chamber of Commerce and Industry Board for the term of the funding agreement, to be filled by the City's Director of Strategy and Economic Development, or delegate.

Included in the Officer Recommendation is the review of funding and options to support local businesses be presented back to Council by December 2023.

Conclusion

The City strives to manage its finances adequately and maintain expenditure within budget to ensure services that have been approved through the budget process are fully funded.

It is recommended that Council receive the Monthly Financial Report, the Schedule of Accounts, the budget variations, approve the additional allocation of \$1,267 for Councillor Peter Jackson to undertake the Australian Institute of Company Directors Course in August 2023 and approve the rollover of the previous funding agreement for an additional year 2022/23 under an extension of the 2018/19-2020/21 Business Membership Agreement..

NOTE:

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

RECOMMENDATION

That Council:

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

Total Municipal Fund	\$ 9,380,103.48
Total Trust Fund	\$ 0.00
	<u>\$ 9,380,103.48</u>
- 3 Approves the following budget variations for 2022/23 annual budget:
 - 3.1 Increase in operating grant revenue of \$16,956* for Bus Shelter Maintenance due to PTA's Bus Shelter Maintenance Assistance Scheme funding
 - 3.2 Increase in operating expenditure of \$25,000* for Youth Zone @ Mandurah Forum
 - To be funded from WA Police Emerging Crimes operating grant \$25,000*

- 3.3 Increase in capital expenditure of \$17,645* for Admin Building Foyer – Front Door Reveals Replacement
 - To be funded from Verandah on the air pistol shed at Port Bouvard Pistol Club capital budget \$3,645*
 - To be funded from Minor Improvements to Sutton Hall capital budget \$5,000*
 - To be funded from MARC - Creche Blind Replacement capital budget \$9,000*
- 3.4 Increase in capital expenditure of \$5,000* for MARC Geothermal Pump & VSD
 - To be funded from Emulsion Tank with Bunding capital budget \$5,000*
- 3.5 Unbudgeted capital expenditure of \$28,786 * for Replacement of Mandurah Visitors Centre Decking
 - To be funded from Mandurah Visitors Centre - Facility Management operating budget \$28,786*
- 3.6 Unbudgeted capital expenditure of \$10,909 * for Bortolo Fire Training Area – Vehicle Access Gates
 - To be funded from Bortolo Park – Assets Parks and Reserves Maintenance operating budget \$10,909*
- 3.7 Unbudgeted capital expenditure of \$52,944* for Island Point Green Bridge
 - To be funded from Bushland Management Activation – Natural Areas Maintenance operating budget \$52,944*
- 3.8 Increase in operating expenditure of \$68,986* for Sump Beautification - Assets Parks and Reserves Maintenance
 - To be funded from Cityworks Maintenance - Drainage Maintenance operating budget \$68,986
- 4 **Reserves**
 - 4.1 Note that the remaining funds from the Restart Mandurah operating budget allocation totalling \$834,729 are currently held in the Restricted Cash Reserve \$500,000 and the Asset Management Reserve \$334,729.
 - 4.2 Approve the creation of a new Reserve called the Transform Mandurah Funding Program Reserve with the purpose to progress projects endorsed by Council under Transform Mandurah or identified through other City Strategies to support the City's Economic aspirations and objectives.
 - 4.3 Approve the reallocation of the Restart Mandurah operating budget allocation from the Restricted Cash Reserve (\$500,000) and the Asset Management Reserve \$334,729 to the newly created Transform Mandurah Funding Program Reserve.
- 5 Approves an additional allocation of \$1,267 to the 2022/23 training and development allocation for Councillor Peter Jackson in accordance with the Elected Member Entitlements Council Policy to be funded within the existing Elected Member training budget.
- 6 **Peel Chamber of Commerce and Industry**
 - 6.1 Approves funding of \$30,500 for the financial year 2022/23 to Peel Chamber of Commerce and Industry, under an extension of the 2018/19-2020/21 Business Membership Agreement,

6.2 Under the terms of the funding arrangement, Peel Chamber of Commerce and Industry is to provide:

- Strategic plan;
- Annual report;
- Annual budget;
- Quarterly financials;
- Quarterly report on business activities;
- Acquittals;
- Business plan and
- Ex-officio position on Peel Chamber of Commerce and Industry Board for the term of the funding agreement, to be filled by the City's Director of Strategy and Economic Development, or delegate.

6.3 Request a review of funding and options to support local businesses be presented back to Council by December 2023.

****ABSOLUTE MAJORITY REQUIRED****

Monthly Financial Report

March 2023



City of Mandurah

March 2023

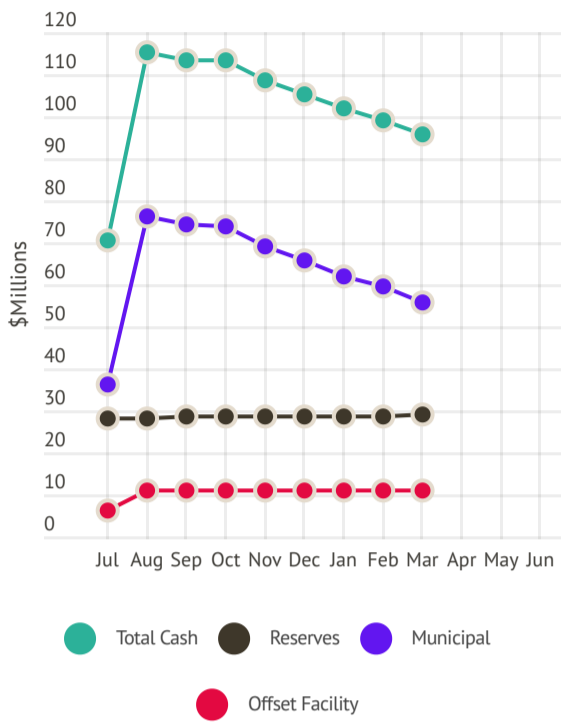
\$2.65M ▲

Estimated surplus at 30 June 2023 with proposed budget amendments

\$36.20 million ▼

Year to Date Actual Surplus

Investments



Loans

- Actual Principal Outstanding \$20.7M ▼
- Actual Principal Repayments Made \$3.2M ▲
- Actual Interest Paid \$418K ▲
- Actual New Loans Drawdown \$0M —
- Amount of Interest Saved from Loan Offset Facility \$145K ▲

Rates Outstanding

- 17 Properties with >\$10K outstanding ▼
- 92 Properties \$3K to \$10K outstanding ▼
- 11 Properties commenced legal action in 22/23 ▲
- \$2.12M Rates Exemptions —

Sundry Debtors Outstanding

- Current accounts due (\$3.3M) ▲
- New Aged Debtor reporting functions being developed post Phase 2 implementation.

Budget Proposed Amendments

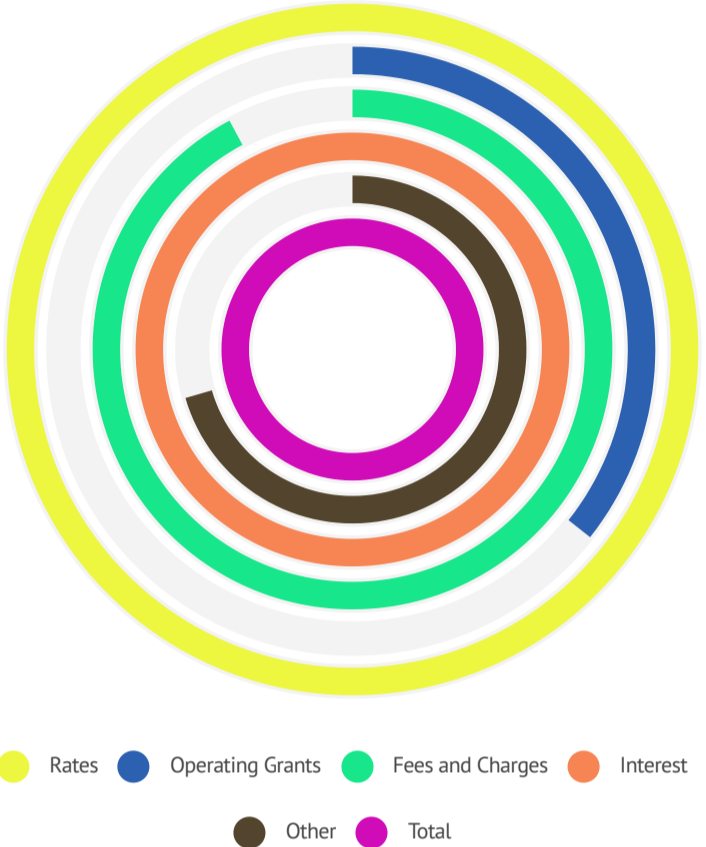
- Increase in operating grant revenue of \$16,956 for PTA Bus Shelter Maintenance Scheme.
- Increase in operating expenditure of \$25k for Youth Zone @ Mandurah Forum funded by WA Police grant.
- Increase in capital expenditure of \$17,645 for Admin Building Foyer - front Door Reveals Replacement project, funded by various capital projects.
- Increase in capital expenditure \$5k for MARC Geothermal Pump & VSD funded from Emulsion Tank with Bunding capital project.
- Unbudgeted capital expenditure of \$28,786 for Replacement of Mandurah Visitors Centre Decking, \$10,909 for Bortolo Fire Training Area - Vehicle Access Gates and \$52,944 for Island Point Green Bridge funded from operating maintenance budgets.
- Increase in operating expenditure of \$68,986 for Sump Beautification funded from Cityworks Maintenance operating budget.
- Transform Mandurah Funding Program recommendation.

- 4 Tenders awarded during the month through CEO delegation ▲
- 25.5% Grants received for the 22/23 year Council Meeting 23 May 2023 ▲

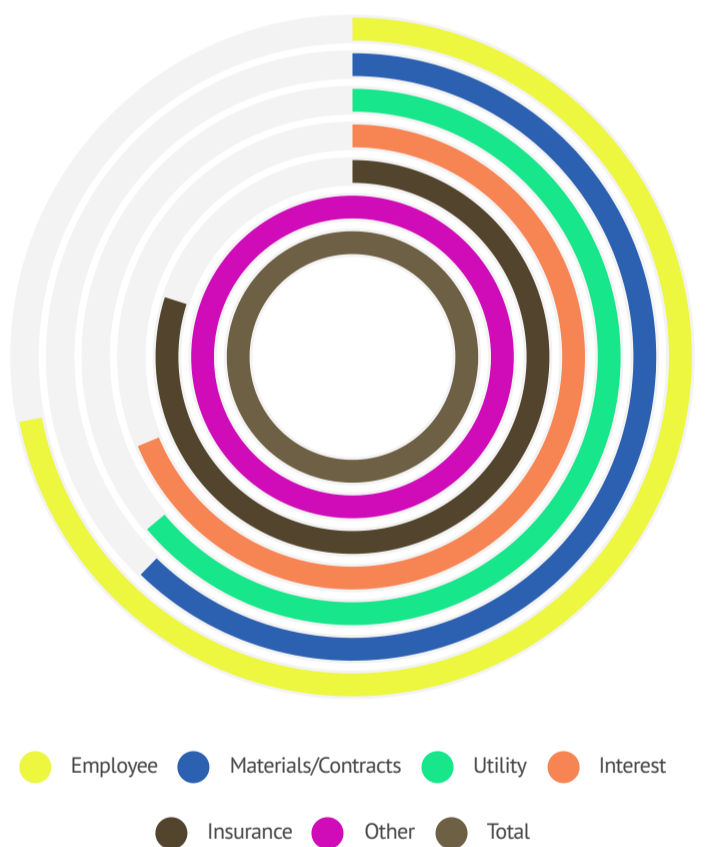
Summary

- Actual Rates Raised \$87.19M —
- Actual Rates Received \$85.1M (95.4% collected) ▲
- Actual Operating Revenue \$120.3M ▲
- Actual Capital Revenue \$3.6M ▲
- Actual Operating Expenditure \$105.0M ▲
- Actual Capital Expenditure \$13.4M ▲
- Actual Proceeds from Sale of Assets \$577.6K ▲

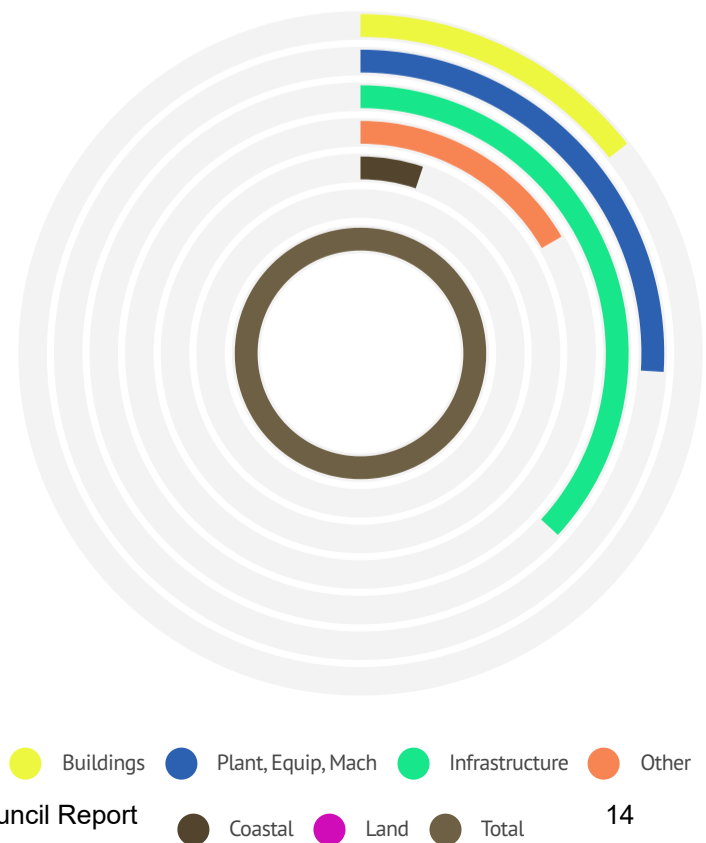
Year to Date Revenue Actuals Compared to Current Budget

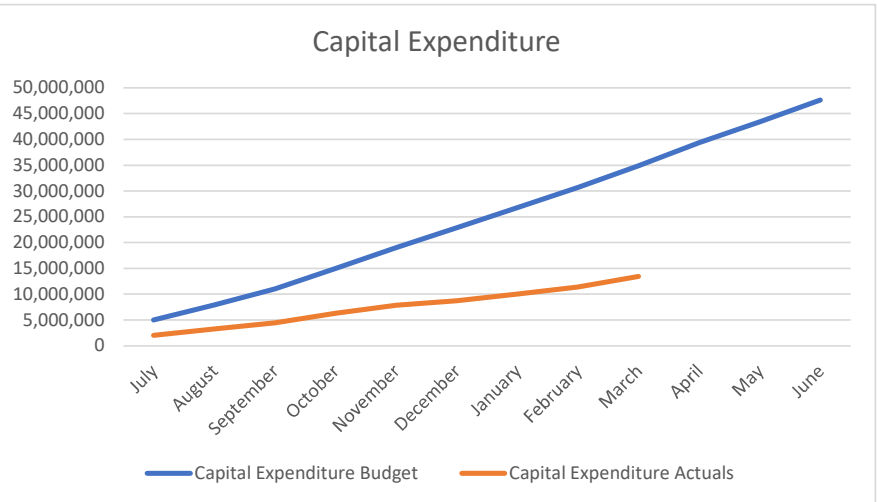
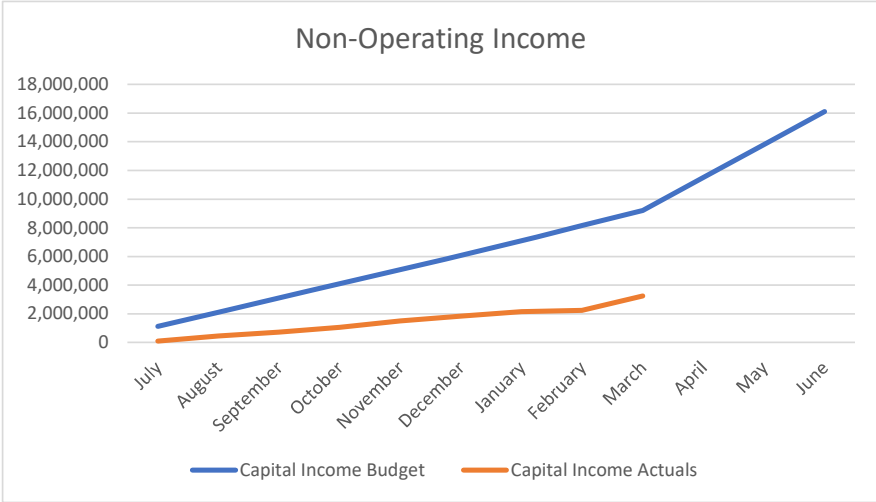
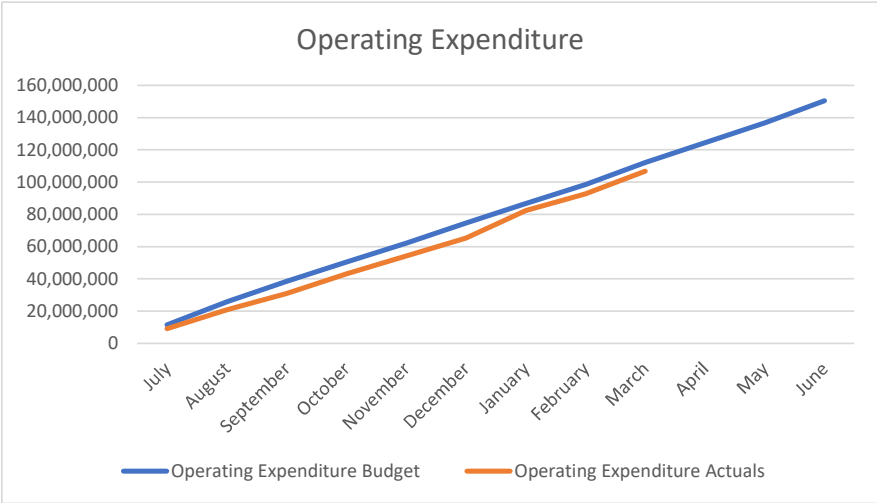
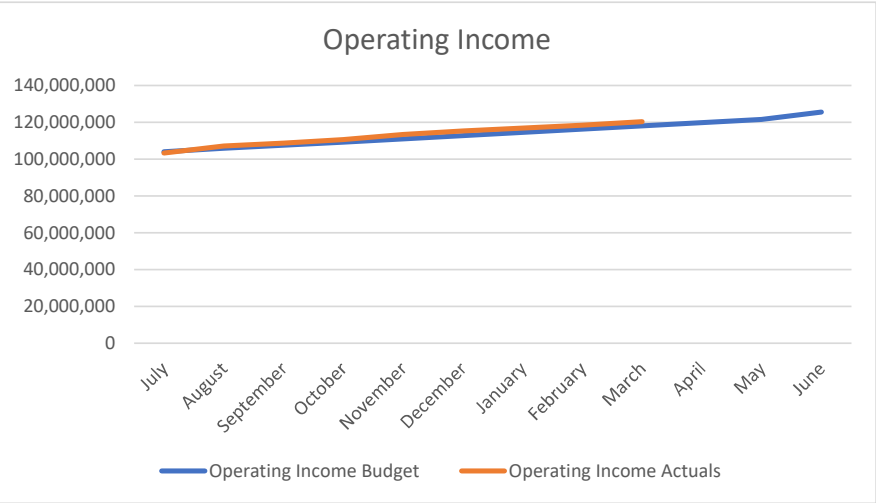


Year to Date Expenditure Actuals Compared to Current Budget



Year to Date Capital Actuals Compared to Current Budget





CITY OF MANDURAH
MONTHLY FINANCIAL REPORT
For the Period Ended 31 March 2023

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)		3,864,653	3,864,653	3,864,650			
Revenue from operating activities							
Rates		87,152,819	86,996,174	87,185,745	189,571	0.22%	
Operating grants, subsidies and contributions		5,080,209	2,070,593	1,810,760	(259,833)	(12.55%)	▼
Fees and charges		30,169,135	26,610,533	27,800,812	1,190,279	4.47%	
Interest earnings		1,900,000	1,425,000	2,597,708	1,172,708	82.30%	▲
Other revenue		1,257,941	948,024	886,651	(61,373)	(6.47%)	
		125,560,104	118,050,324	120,281,676	2,231,352	1.89%	
Expenditure from operating activities							
Employee costs		(50,294,858)	(38,403,454)	(36,178,557)	2,224,897	5.79%	
Materials and contracts		(58,041,076)	(41,901,066)	(36,148,054)	5,753,012	13.73%	▲
Utility charges		(4,561,221)	(3,420,913)	(2,913,995)	506,918	14.82%	▲
Depreciation on non-current assets		(34,801,704)	(26,170,822)	(25,901,781)	269,041	1.03%	
Interest expenses		(944,929)	(708,696)	(649,479)	59,217	8.36%	
Insurance expenses		(1,761,923)	(1,447,461)	(1,407,947)	39,514	2.73%	
Other expenditure		-	-	(40,777)	(40,777)	100.00%	▼
Loss on disposal of assets	1(a) & 4	-	-	(1,736,691)	(1,736,691)	100.00%	▼
		(150,405,711)	(112,052,412)	(104,977,281)	7,075,131	6.31%	
Non-cash amounts excluded from operating activities	1(a)	34,756,704	26,170,822	27,340,939	1,170,117	4.47%	
Amount attributable to operating activities		9,911,097	32,168,734	42,645,334	10,476,600	(32.57%)	
Investing activities							
Non-operating grants, subsidies and contributions	10	16,112,630	12,084,472	3,584,681	(8,499,791)	(70.34%)	▼
Proceeds from disposal of assets	4	2,498,621	1,873,966	577,569	(1,296,397)	(69.18%)	▼
Payments for property, plant and equipment	6	(47,615,489)	(34,873,563)	(13,447,031)	21,426,532	61.44%	▲
Amount attributable to investing activities		(29,004,239)	(20,915,125)	(9,284,781)	11,630,343	55.61%	
Non-cash amounts excluded from investing activities	1(b)	(5,314,125)	-	2,674,810	2,674,810	100.00%	
Amount attributable to investing activities		(34,318,364)	(20,915,125)	(6,609,971)	14,305,153	68.40%	
Financing Activities							
Proceeds from new debentures	7	6,034,837	-	-	0	0.00%	
Unspent Loans Utilised		3,122,402	-	-	0	0.00%	
Repayment of debentures	7	(4,506,370)	(3,379,778)	(3,190,021)	189,757	5.61%	
Payment of lease liability		(555,200)	(416,400)	(343,553)	72,847	17.49%	▲
Proceeds from new interest earning liability		992,050	744,038	192,050	(551,987)	(74.19%)	▼
Principal elements of interest earning liability		(544,988)	(408,741)	(401,897)	6,844	1.67%	
Proceeds from community loans		50,271	37,703	49,271	11,567	30.68%	▲
Transfer from reserves	8	20,517,591	-	-	0	0.00%	
Transfer to reserves	8	(1,937,654)	-	-	0	0.00%	
Amount attributable to financing activities		23,172,938	(3,423,178)	(3,694,150)	(270,972)	(7.92%)	
Closing Funding Surplus / (Deficit)	1(d)	2,630,325	11,695,084	36,205,862	24,510,778	209.58%	

KEY INFORMATION

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

Refer to Note 13 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

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

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Movement in liabilities associated with restricted cash		(45,000)	-	95,450
Movement in pensioner deferred rates (non-current)		-	-	(130,322)
Movement in employee benefit provisions (non-current)		-	-	(262,661)
Add: Loss on asset disposals	4	-	-	(163,977)
Add: Loss on asset write offs		-	-	1,900,668
Add: Depreciation on assets		34,801,704	26,170,822	25,901,781
Total non-cash items excluded from operating activities		34,756,704	26,170,822	27,340,939

(b) Non-cash items excluded from investing activities

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

Adjustments to investing activities				
Movement in non current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity				
Movement in current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity associated with restricted cash		(5,314,125)	-	2,674,810
Total non-cash amounts excluded from investing activities		(5,314,125)	-	2,674,810

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

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

		Budget Closing 30 Jun 2022	Budget Closing 30 Jun 2023	Year to Date 31 Mar 2023
Adjustments to net current assets				
Less: Reserves - restricted cash		(24,888,945)	(31,689,865)	(51,301,746)
Less: Unspent loans		(207,137)	(295,779)	(3,470,667)
Less: Other receivables		(80,000)	-	(1,000)
Less: Prepaid Rates		-	-	-
Less: Clearing accounts		-	-	(1,118,499)
Add: Borrowings	7	9,826,754	4,158,994	1,520,341
Add: Other liabilities		3,417,743	1,115,424	7,744,021
Add: Lease liability		759,243	-	276,004
Add: Provisions - employee		5,216,724	4,206,636	5,027,817
Add: Loan Facility offset		-	-	11,000,000
Total adjustments to net current assets		(5,955,618)	(22,504,590)	(30,323,728)

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

Current assets				
Cash and cash equivalents	2	23,759,820	48,922,577	83,541,150
Rates receivables	3	2,480,445	2,365,697	4,088,500
Receivables	3	4,341,798	3,257,820	6,155,396
Other current assets		549,233	1,488,370	3,118,190
Less: Current liabilities				
Payables		(9,848,897)	(17,503,876)	(10,505,576)
Borrowings	7	(5,105,388)	(4,158,994)	(1,520,341)
Interest earning liabilities		-	16,848	(155,866)
Unspent non-operating grant, subsidies and contributions liability		(1,065,909)	-	(8,129,386)
Lease liabilities		(759,243)	(421,216)	(276,004)
Provisions		(8,396,241)	(8,832,311)	(9,786,473)
Less: Total adjustments to net current assets	1(c)	(5,955,618)	(22,504,590)	(30,323,728)
Closing Funding Surplus / (Deficit)		-	2,630,325	36,205,862

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

	Total Amount	Interest rate	Total Interest Earnings at Maturity Date	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account (inc. Bonds Investments & Notice Savers)	11,840,864	Variable		Westpac	AA-	NA	NA	
	11,840,864							
Municipal Investments								
Muni 10 - 9652-46197	29,997	1.50%	112	ANZ	AA-	1/01/2023	1/04/2023	90
Muni 40 - 24-879-6372	3,091,168	4.20%	32,033	NAB	AA-	27/02/2023	29/05/2023	91
Muni 41 - 24-055-4504	3,108,324	4.30%	43,330	NAB	AA-	27/02/2023	27/06/2023	120
Muni 42 - 98-829-1441	6,177,337	4.11%	102,605	NAB	AA-	19/12/2022	18/05/2023	150
Muni 46 - B33713404.115	3,081,112	3.98%	59,956	CBA	AA-	22/11/2022	23/05/2023	182
Muni 47 - B33713404.114	3,092,399	4.06%	71,243	CBA	AA-	22/11/2022	22/06/2023	212
Muni 48 - B33713404.116	3,082,656	4.17%	52,278	CBA	AA-	22/12/2022	22/05/2023	151
Muni 49 - 97-760-7420	3,083,288	4.15%	61,836	NAB	AA-	23/11/2022	22/05/2023	180
Muni 50 - B33713404.117	3,068,976	3.82%	47,745	CBA	AA-	23/11/2022	24/04/2023	152
Muni 52 - B33713404.120	3,069,801	3.88%	48,496	CBA	AA-	24/11/2022	24/04/2023	151
Muni 53 - B33713404.119	3,084,134	4.22%	31,761	CBA	AA-	22/02/2023	24/05/2023	91
Muni 54 - 27-028-9270	3,081,879	4.20%	31,937	NAB	AA-	27/02/2023	29/05/2023	91
MNS 31 - 582058	158,192	3.95%	458	Westpac	AA-	28/02/2023	31/03/2023	31
MNS 60 - 582007	6,499,103	2.50%	14,423	Westpac	AA-	28/02/2023	31/03/2023	31
	43,708,366							
Reserve Investments								
Reserve 42 - 36-976-7906	3,118,927	4.25%	64,027	NAB	AA-	19/12/2022	19/06/2023	182
Reserve 44 - 70-586-3025	3,115,431	4.35%	33,788	NAB	AA-	28/03/2023	28/06/2023	92
Reserve 45 - 70-568-6989	3,147,708	4.45%	67,961	NAB	AA-	27/03/2023	24/09/2023	181
Reserve 47 - B33713404.106	4,108,341	3.52%	35,351	CBA	AA-	17/01/2023	17/04/2023	90
Reserve 48 - B33713404.106	6,158,255	3.87%	115,329	CBA	AA-	19/10/2022	17/04/2023	180
RNS 31 - 581565	5,979,945	3.95%	17,301	Westpac	AA-	28/02/2023	28/02/2023	0
RNS 60 - 581573	3,302,614	2.50%	7,329	Westpac	AA-	28/02/2023	28/02/2023	0
	28,931,221							
Total Municipal and Reserve Funds	84,480,450		939,300					

Interest revenue

Investment Interest Accrued	533,833
Investment Interest Matured	1,422,283
Rates Interest	641,592
	2,597,708

Interest Earned

\$2,597,708

	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Loan Offset Facility				
Westpac	11,000,000	5.18%	19,891	145,247

KEY INFORMATION

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

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

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

Total Municipal Cash	Unrestricted
\$95.48 M	\$66.55 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30-Jun-22	31-Mar-22	31 Mar 23
	\$		\$
Opening Arrears Previous Years	3,093,324	3,093,324	2,028,200
Rates levied	82,607,155	82,540,437	87,185,745
Less - Collections to date	(83,672,279)	(81,144,337)	(85,125,445)
Equals Current Outstanding	2,028,200	4,489,425	4,088,500
Net Rates Collectable	2,028,200	4,489,425	4,088,500
% Collected	97.6%	94.8%	95.4%

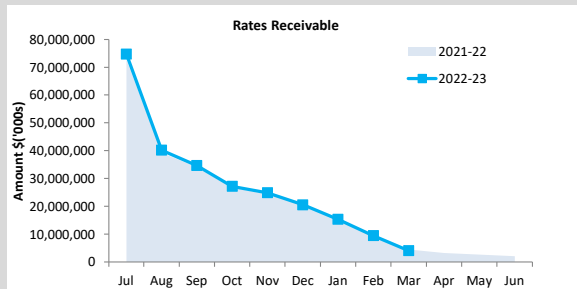
	31 Mar 22	31 Mar 23
- No. of Legal Proceedings Commenced for the financial year	37	11
- No. of properties > \$10,000 outstanding	16	17
- No. of properties between \$3,000 and \$10,000 outstanding	119	92
- Value of Rates Concession	69,766	68,587
- Value of Rates Exemptions	2,027,889	2,117,724

Receivables - General	31-Mar-22	Current	30 Days	60 Days	90+ Days	31 Mar 23
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable	1,568,661	3,336,747				3,336,747
Recreation Centres	98,961	176,456				176,456
Mandurah Ocean Marina	0	(122,786)				(122,786)
GST receivable	525,691	579,697				579,697
Allowance for impairment of receivables	(158,610)	(210,870)				(210,870)
Infringements	871,007	836,101				836,101
Pensioners rates and ESL deferred	794,273	1,203,752				1,203,752
Other Receivables	420,796	430,730				430,730
Total Receivables General Outstanding	4,120,779	6,229,827	0	0	0	6,229,827
Percentage		100%	0%	0%	0%	

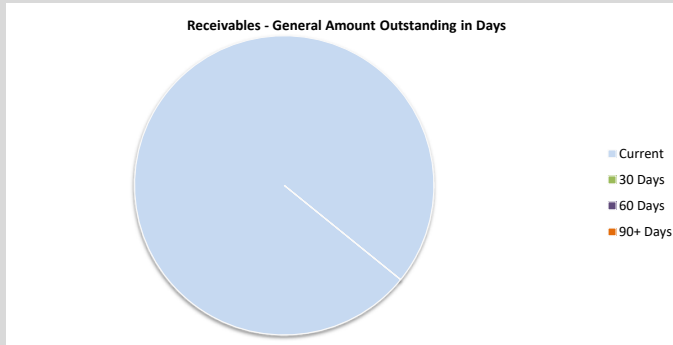
New Aged Debtor reporting functions being developed post Phase 2 implementation

KEY INFORMATION

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



Collected	Rates Due
95.4%	\$4,088,500

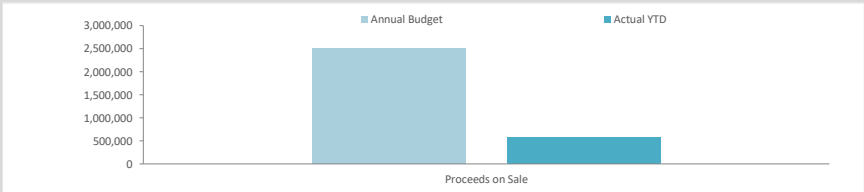


Debtors Due
\$6,229,827
Over 30 Days
0%
Over 90 Days
0%

Asset	Asset ID	Asset Owner	Budget	YTD Actual			
			Proceeds	Net Book Value	Proceeds	Profit	(Loss)
			\$	\$	\$	\$	\$
Land							
Land			1,000,000	0	0	0	0
Infrastructure Assets							
Light Passenger Vehicles - Replacement							
Toyota Rav4 MH8428A	C00918	Infrastructure Management	11,096	10,557	24,351	13,794	0
Toyota Rav4 MH8442A	C06018	Development Compliance	14,891	0	0	0	0
Toyota Rav4 MH8976A	C06218	Infrastructure Management	13,088	0	0	0	0
Subaru Outback MH4947B	C03418	Strategic Planning	21,773	0	0	0	0
Toyota Rav4 MH9326A	C06818	Community Capacity Building	15,593	0	0	0	0
Honda HR-V MH8513A	C00619	CityParks	14,853	14,281	23,441	9,160	0
Toyota Prius MH9886A	C07019	Youth Development	12,400	0	0	0	0
Subaru XV MH8534A	C07519	Design and Development	15,460	0	0	0	0
Light Commercial Vehicles - Replacement							
Holden Trailblazer MH8622A	C05018	Development Compliance	13,708	0	0	0	0
Holden Colorado MH8957A	U03518	Rangers	21,003	0	0	0	0
Holden Colorado MH8958A	U04018	CityWorks	16,547	0	0	0	0
Isuzu D'MAX MH7872A	U04218	Marina	19,990	19,262	29,805	10,543	0
Ford Ranger MH7913A	U07518	CityWorks	21,365	0	0	0	0
Isuzu D'MAX MH7534A	U07618	Marina	17,094	0	0	0	0
Ford Ranger MH8305A	U04318	CityWorks	21,848	0	0	0	0
Ford Ranger MH8349A	U01918	CityWorks	17,927	17,122	22,760	5,637	0
Nissan Navara MH9384A	U06818	CityBuild	16,826	0	0	0	0
Mitsubishi Triton MH8327A	U07918	Festival and Events	16,871	0	0	0	0
Holden Colorado MH9619A	U01218	Rangers	19,425	0	0	0	0
Isuzu D'MAX MH9172A	U01319	ICT	18,445	0	0	0	0
Ford Ranger MH0438B	U08019	CityParks	24,359	0	0	0	0
Holden Colorado MH1036B	U02819	Rangers	15,438	0	0	0	0
Holden Trailblazer MH0176B	C07819	CityFleet	17,087	15,661	32,995	17,334	0
Trucks & Buses Replacements							
Hino FG1628 5	T006	Built & Natural Environment	44,376	0	0	0	0
Hino 500-FG1628-HIAB-88	T026	Built & Natural Environment	48,954	0	0	0	0
Nissan PK16 28	T002	Built & Natural Environment	44,443	0	0	0	0
Hino 300-716-KEVREK-1000	T005	Built & Natural Environment	35,985	0	0	0	0
Hino 300-716-KEVREK-1500	T007	Built & Natural Environment	35,985	0	0	0	0
Trailers							
Parks & Mowers							
Kubota Outfront Mower 60 F369	M03018	Parks South	10,853	0	0	0	0
Kubota Outfront Mower 72 F369	M03618	Parks North	10,853	0	0	0	0
Kubota Outfront Mower 72 F369	M02118	Parks Central	10,853	0	0	0	0
John Deere Outfront Mower 60I	M02717	Parks Assets	13,044	0	0	0	0
Kubota Outfront Mower 72	M01419	Parks Assets	18,113	0	0	0	0
Kubota Outfront Mower 60 F369	M03119	Parks Central	12,253	0	0	0	0
Toro Zero Turn 72	M02219	Parks South	20,094	0	0	0	0
Toro Zero Turn 72	M01119	Parks Central	20,094	0	0	0	0
Toro Zero Turn 72	M00419	Parks South	20,795	0	0	0	0
Minor Equipment >\$5000							
Construction Vehicles - Replacement							
KOMATSU WHEEL LOADER	G004	Built & Natural Environment	109,579	0	0	0	0
Plant disposals carried over from 2021/22 budget:							
Light Passenger Vehicles - Replacement							
Mazda CX-5 MH3806A	C04016	Place & Communities - RECREATION SERVICES	16,150	0	0	0	0
SUBARU-OUTBACK MH6704A	C02518	People & Communities - GENERAL MANAGER MPAC	15,765	15,765	29,131	13,367	0
TOYOTA-RAV4 MH7382A	C03818	Built & Natural - DESIGN & DEVELOPMENT SERVICES	12,326	12,563	27,305	14,742	0
MAZDA-CX-5 MH7550A	C04318	Built & Natural - CIVIL MAINTENANCE	19,813	15,897	19,813	3,916	0
MITSUBISHI-LS OUTLANDER MH5475A	C04717	Built & Natural - ENGINEERING COORDINATOR	20,268	12,834	20,268	7,434	0
MAZDA-CX-5 MH8253A	C07618	Business Services - RANGER SERVICES COORDINATOR	15,400	0	0	0	0
Toyota Prado MH7056A	C01117	Mayor's Office	24,367	0	0	0	0
HYUNDAI-SANTE MH7641A	FEC01718 - C01718	Built & Natural - DESIGN & DEVELOPMENT SERVICES	0	0	0	0	0
Light Commercial Vehicles - Replacement							
FORD-RANGER MH7859A	U00417	Built & Natural -CITYWORKS	20,353	0	0	0	0
FORD-RANGER MH8377A	U01018	Built & Natural -CITYWORKS	12,451	0	0	0	0
HOLDEN-COLORADO MH6352A	U02317	Built & Natural -CITYBUILD	27,313	17,753	27,313	9,560	0
FORD-RANGER MH8056A	U02418	Built & Natural -SURVEYING SERVICES	19,329	19,403	26,169	6,766	0
HOLDEN-COLORADO MH6112A	U03117	Built & Natural -CITYBUILD	18,228	18,228	27,768	9,539	0
FORD-RANGER MH7543A	U03417	Built & Natural -TRAFFIC MANAGMENT	20,507	0	0	0	0
HYUNDAI-ILOAD MH6241A	U03617	Built & Natural -PARKS MAINTENANCE - RETIC	18,607	0	0	0	0
HOLDEN-COLORADO MH6110A	U06717	Built & Natural -CITYBUILD	18,228	18,228	25,878	7,649	0
HYUNDAI-ILOAD MH6169A	U07117	Built & Natural -CITYBUILD	20,157	0	0	0	0
FORD-RANGER MH4982A	U07417	Built & Natural -CITYWORKS	16,048	0	0	0	0
HOLDEN-COLORADO MH9283A	U07818	Built & Natural -RANGERS	22,036	23,077	27,312	4,234	0
TOYOTA-HILUX MH6817A	U03817	Built & Natural -CITYBUILD	0	0	0	0	0
ISUZU-D'MAX MH5394A	U05717	Business Services -ENVIRONMENTAL HEALTH COORDINATOR	0	0	0	0	0
Mazda CX-5 MH5068A	C05517	Asset Management	22,072	15,824	22,072	6,248	0
Trucks & Buses Replacements							
Trailers							
Wastech Semi Trailer	V05020-	Built & Natural	35,327	0	0	0	0
Wastech Semi Trailer	V05120-	Built & Natural	35,327	0	0	0	0
Parks & Mowers							
TORO - ZERO TURN 60" SD DECK	M00117	Built & Natural -PARKS CENTRAL	12,000	0	0	0	0
TORO - ZERO TURN 72" RD DECK	M01817	Built & Natural -PARKS SOUTHERN	7,643	0	0	0	0

			Budget	YTD Actual			
Asset	Asset ID	Asset Owner	Proceeds	Net Book Value	Proceeds	Profit	(Loss)
Minor Equipment >\$5000							
PUMPS AUSTRALIA-HPM WATER CLEANER HOT AND COLD	P61517	Built & Natural -CITYBUILD	9,448	5,698	9,448	3,750	0
PUMPS AUSTRALIA-HPM WATER CLEANER HOT AND COLD	P61617	Built & Natural -CITYBUILD	8,126	5,698	8,126	2,428	0
HAKO-CITYMASTER	P61817	Built & Natural -CIVIL MAINTENANCE	0	0	0	0	0
Construction Vehicles - Replacement							
KOMATSU - WHEEL LOADER	G005	Built & Natural -WORKS CONSTRUCTION	65,410	0	0	0	0
Plant disposals from 2021/22 budget:							
Light Commercial Vehicles - Replacement							
FORD RANGER PU MK11 - MH3964A	U02617	Business Services - Ranger Services	22,086	16,100	22,086	5,986	0
FORD RANGER PU MK11 - MH4447A	U06617	Business Services - Ranger Services	29,359	18,311	29,359	11,048	0
MAZDA CX-5 - MH5012A	C07317	Built & Natural -PARKS	20,041	12,868	20,041	7,173	0
TOYOTA HIACE VAN - MH5074A	U04617	Built & Natural -PARKS	0	16,592	31,026	14,434	0
FORD RANGER PU MK11 - MH6525A	U00617	Built & Natural -BUILD	0	15,784	23,141	7,357	0
Construction Vehicles - Replacement							
BOMAG - MULTI-TYRE ROLLER BW24R	R002	Build & Natural - Civil Contruction	32,818	48,584	32,818	0	(15,766)
Parks & Mowers							
TORO - REEL MASTER 7000-D	M02517	Built & Natural -PARKS	8,258	20,000	8,258	0	(11,742)
Kubota Outfront Mower 72 F369	M01516	Built & Natural -PARKS	0	7,500	6,886	0	(614)
			2,498,621	413,592	577,569	192,100	(28,122)

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$2,498,621	\$577,569	23%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 5
TENDERS/QUOTES AWARDED FOR THE MONTH**

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

Tender code	Tender Description	Company Awarded to	Contract Term	Contract Amount
T01-2023	Supply and installation of Concrete Kerbing	Hooza Pty Ltd ATF the McCartney Family Trust T/As Kerb Doctor	Two (2) years with the option to extend for an additional two (2) years	Estimated \$1,157,884.00 ex GST for the term of the contract
T21-2022	Provision of Plumbing and Gas Services	On Tap Plumbing & Gas Pty Ltd	One (1) year with two (2) options to extend for a further one (1) year	Estimated \$850,000.00 ex GST for the term of the contract
T31-2022	Supply and Delivery of Concrete Drainage Products	Declines to accept all tenderers	N/A	N/A
RFQ01-2023	Eastern Foreshore - North and Central Precinct - Design and Documentation	Josh Byrne & Associates Pty Ltd t/as Josh Byrne and Associates	Project Completion	Estimated \$395,887.70 ex GST
T30-2022	Landfill Disposal Services	Veolia Recycling and Recovery	Three years	Estimated \$6,031,980.00 over the term of the contract

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

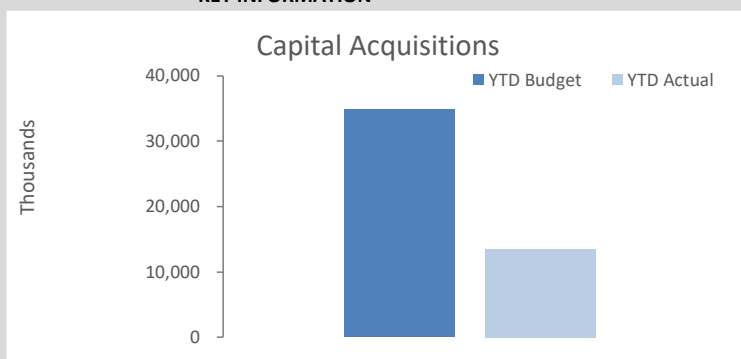
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	2,855,325	13,307,982	10,196,399	1,914,815	(8,281,584)
Equipment	95,853	131,605	106,873	55,305	(51,569)
Machinery	3,495,770	5,566,764	4,335,789	1,424,466	(2,911,323)
Infrastructure - Roads	10,939,402	12,225,280	8,941,628	5,632,985	(3,308,642)
Bridges	370,137	235,189	176,392	32,390	(144,002)
Parks	4,721,351	12,833,805	8,815,496	3,450,992	(5,364,503)
Drainage	756,649	1,353,884	924,457	699,139	(225,318)
Coastal & Estuary	375,698	775,284	502,105	39,837	(462,268)
Other Infrastructure	275,634	1,185,696	874,423	197,101	(677,323)
Capital Expenditure Totals	23,885,819	47,615,489	34,873,563	13,447,031	(21,426,532)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	11,268,603	11,540,496	24,544,882	9,284,781	(15,260,100)
Capital grants and contributions	5,262,383	16,112,630	9,204,715	3,584,681	(5,620,034)
Borrowings	4,159,000	9,157,239	-	-	-
Other (Disposals & C/Fwd)	853,359	1,498,621	1,123,966	577,569	(546,397)
Cash Backed Reserves					
Building Reserve	-	397,140	-	-	-
Asset Management Reserve	890,474	6,180,975	-	-	-
Cultural Centre Reserve	-	213,495	-	-	-
Sustainability Reserve	77,000	127,000	-	-	-
Sanitation Reserve	1,275,000	1,034,695	-	-	-
Unspent Grants & Contributions Reserve	-	63,897	-	-	-
City Centre Land Acquisition Reserve	100,000	100,000	-	0	0
Plant Reserve	-	1,189,302	-	-	-
Capital Funding Total	23,885,819	47,615,489	34,873,563	13,447,031	(21,426,532)

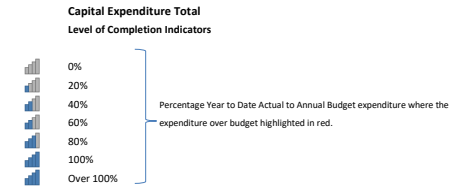
SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION




































































Acquisitions	Annual Budget	YTD Actual	% Spent
	\$47.62 M	\$13.45 M	28%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$16.11 M	\$3.58 M	22%






































































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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Land							
Buildings							
750686	22-23 Enhancements to Reserve Changerooms	56,316	56,316	56,316	6,316	50,000	Design only.
750687	22-23 LED Buildings Plan	77,418	77,418	38,918	418	77,000	Ongoing program 2022/23.
750688	22-23 MPAC Internal Refurb	122,858	127,858	75,358	22,858	105,000	Design only.
750689	Works & Services Building Refurb	218,644	602,115	602,115	39,426	562,689	Construction to commence Q4.
750690	Install walls and roof to the Camera Deck at Rushton Main	25,350	25,350	25,350	6,250	19,100	Design only.
750691	Install of Emergency Door - Shower Service	52,423	13,847	13,847	13,847	0	Complete.
750692	Upgrade to the Bortolo Pavilion Kitchen	13,263	13,263	13,263	3,263	10,000	Scope of work to be confirmed.
750693	Minor Improvements to Lakelands Community House	24,423	22,391	22,391	22,391	0	Complete.
750694	Tims Thicket Waste Facility - Decommissioning	150,000	10,000	7,500	0	10,000	Planning only.
750695	WMC - Upgrade Fire Fighting Infrastructure	150,000	150,000	75,000	0	150,000	Construction to commence Q4.
750696	MPAC - External Steelwork	95,426	95,426	52,926	10,426	85,000	Scope of work to be confirmed.
750697	Minor Improvements to Sutton Hall	57,098	54,099	54,099	47,472	6,627	Construction complete. Finances to be finalised.
750699	Admin. Building Foyer - Front Door Reveals Replacement	8,006	21,687	21,687	2,506	19,181	Construction 50% complete. Budget variation included in March financial report.
750700	Administration Building - Foyer Upgrade	238,435	238,435	128,435	126,200	112,235	Construction 90% complete.
750701	Billy Dower Flooring	60,637	60,637	60,637	8,637	52,000	Construction to commence Q4.
750702	Civic Building Roof Renewal	89,535	130,000	130,000	14,535	115,465	Design only.
750703	Dudley Park Bowling Club - Dance Floor Ceiling Replacement	34,528	52,309	52,309	44,183	8,126	Complete.
750704	Mandurah Bridge Club - Air Conditioner	56,203	41,073	41,073	41,073	0	Complete.
750705	Mandurah Community House (MFHS & Pottery House) Roof Renewal	35,213	105,213	105,213	5,213	100,000	Construction to commence Q4.
750706	Mandurah Community Museum Roof & Gutters	179,326	179,326	96,826	14,326	165,000	Construction 95% complete.
750707	MARC - Creche Blind Replacement	53,053	53,053	53,053	3,053	50,000	Construction to commence Q4.
750708	MARC Sauna Expansion & Refurbishment	48,742	28,742	8,742	8,742	20,000	Construction to commence Q4.
750710	PBSLSC - External Steelwork Painting	25,314	30,314	15,314	314	30,000	Construction to commence Q4.
750711	Mandurah Tennis Club	34,423	20,861	20,861	20,861	(0)	Complete.
750712	Refurbishment of Billy Dower Youth Centre	57,372	57,372	32,372	7,372	50,000	Concept development only.
750713	Port Bouvard Surf Life Saving Club Floor	16,158	16,158	16,158	3,158	13,000	Construction to commence Q4.
750714	Rushton Park North Pavilion Roof (inc Verandah Redesign)	58,847	13,847	13,847	9,847	4,000	Design only.
750715	Rushton Park Stadium - External Painting Walls and Steelwork	35,209	61,209	61,209	209	61,000	Construction complete. Finances to be finalised.
750718	Verandah on the air pistol shed at Port Bouvard Pistol Club	25,365	54,066	54,066	37,817	16,249	Construction complete. Finances to be finalised.
750719	22-23 Reserve Meter Replacement Program	50,418	50,418	25,418	418	50,000	Ongoing program 2022/23.
750720	22-23 Site Main Switchboard Program	50,418	50,418	25,418	418	50,000	Ongoing program 2022/23.
750649	Falcon Family Centre - External Works	58,401	58,401	8,401	8,401	50,000	Scope of work to be confirmed.
750655	MARC Leisure Pool Acoustics	218,435	325,835	172,135	18,435	307,400	Works to be undertaken in conjunction with MARC Roof Repairs project.
750722	Admin Building - CEO Area Refurbishment	82,065	82,065	82,065	69,110	12,956	Complete.
750725	Other Buildings Renewal	296,000	14,390	0	0	14,390	Ongoing program 2022/23.
750647	Dawesville Community Centre	0	692,899	519,674	101,569	591,330	Design only.
750657	MPAC Internal Refurb	0	328,800	328,800	200,325	128,475	Construction 65% complete.
750660	WMC Tipping Shed	0	155,215	116,411	1,276	153,939	Construction to commence Q4.
750661	Works & Services Building Refurb	0	186,400	139,800	33,070	153,330	Construction to commence Q4.
750671	Mandurah Library Re Roofing Project	0	153,935	153,935	132,785	21,150	Complete.
750673	Mewburn Ablution Refurbishment	0	0	0	0	0	Project is not proceeding in 2022-23.
400030	Owen Avenue Ablution	0	144,090	144,090	110,753	33,337	Construction 95% complete.
750623	Administration Building - Foyer Security	0	9,742	9,742	9,742	0	Complete.
750633	Stage 2 of Upgrades to Peelwood Reserve	0	232,351	232,351	232,351	0	Complete.
750643	Falcon Family Centre Upgrade	0	71,796	71,796	0	71,796	Scope of work to be confirmed.
750679	Solar Plan 2021/22	0	50,000	50,000	0	50,000	Construction 40% complete.
750678	ManPAC RVIF Lighting	0	238,495	238,495	740	237,755	Construction to commence Q4.
750681	MARC Roof Repairs	0	7,535,654	5,651,741	421,547	7,114,107	Refer to Financial Report, Key Capital Projects table.
750684	Southern Operations Ramp	0	25,201	25,201	25,951	(750)	Complete.
750685	Visitors Centre Transit Station	0	15,000	15,000	0	15,000	Scope of work to be confirmed.
750721	Rushton Park Main - Staircase Remedial Work	0	13,910	13,910	13,910	0	Complete.
750726	Changing Places - Eastern Foreshore Mandurah	0	140,075	0	0	140,075	Construction to commence Q4.
750686	Change Places - Eastern Foreshore Mandurah	0	32,506	24,379	24,379	8,127	Construction to commence Q4.

















































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

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	750729 MPAC Fly Tower and Auditorium Façade Cladding and Roof	0	100,000	75,000	1,389	98,611	Design only.
	750730 Falcon eLibrary Air Conditioning	0	165,000	123,750	9,405	155,595	Construction to commence Q4.
	750731 MARC Showcourts Emergency Exit Egress Pathway	0	23,000	0	0	23,000	Construction to commence Q4.
	Bridges						
	880014 Cambria Island Abutment Walls Repair	370,137	0	0	0	0	Design only.
	880012 Lakelands-Madora Bay Pedestrian Bridge	0	235,189	176,392	32,390	202,799	Durability report options being assessed.
	Parks						
	700518 Eastport Foreshore Upgrade	164,384	164,384	164,384	13,186	151,198	Construction to commence Q4.
	700519 South East Dawesville - Boundary Fence	79,115	79,115	79,115	4,515	74,600	Construction to commence Q4.
	700520 Bortolo Reserve Soccer Goals	11,199	12,158	12,158	13,253	(1,095)	Soccer goals acquired. Installation commenced.
	700521 Lakes Lawn Cemetery - Plinths and Irrigation Upgrade	56,791	56,791	56,791	10,379	46,412	Construction 75% complete.
	700522 Capital Replacement Cost of Artesian Pump Assets	53,106	53,106	3,106	47,485	5,621	Ongoing program 2022/23.
	700523 Kangaroo Paw Park	443,109	473,109	473,109	117,842	355,267	Construction 60% complete.
	700524 Relocate Hard Wicket on Northern Oval at Lakelands Park	26,926	26,926	26,926	1,926	25,000	Construction to commence Q4.
	700525 Westbury Way Offset Bird Waterer	27,389	16,609	16,609	16,609	(0)	Complete.
	700526 Seascapes Village Shade Structure	56,002	63,540	63,540	59,270	4,270	Complete.
	700529 Observation Deck, Watersun Drive	39,831	89,831	2,831	2,831	87,000	Construction to commence Q4.
	700527 Mandurah Ocean Marina Bocce Court Upgrade	22,256	22,256	22,256	2,256	20,000	Construction to commence Q4.
	700530 Falcon Bay Stage 5 of 5	423,334	423,334	23,334	23,334	400,000	Construction to commence Q4.
	700531 2022-23 Falcon Reserve Activation Plan - Implementation	53,149	53,149	33,149	13,149	40,000	Complete.
	700532 Merlin Street Activation Plan - Implementation	56,593	56,593	31,593	6,883	49,710	Design only.
	700533 2022-23 South Harbour Paving Upgrades	160,482	170,482	86,782	17,286	153,195	Construction 50% complete.
	700534 Riverside Boardwalk	121,643	121,643	69,893	19,393	102,250	Construction to commence Q4.
	700535 St Ives Boardwalk	119,402	119,402	52,035	18,352	101,050	Construction to commence Q4.
	700536 Seascapes boardwalk, steps lookout node	326,639	326,639	124,698	24,458	302,181	Construction to commence Q4.
	700537 Duverney Park - track renewal	104,981	104,981	104,981	98,749	6,232	Complete.
	700538 Orion Street Beach Access Fencing	21,147	16,634	16,634	16,634	(0)	Complete.
	700539 Lakes Lawn Cemetery - Stage 2 Fencing	33,592	33,592	33,592	23,916	9,676	Construction 95% complete.
	700540 Diadem Place Fencing	17,650	3,614	3,614	3,614	0	Complete.
	700541 Philante Street Carpark Fencing	10,711	2,411	2,411	2,411	0	Complete.
	700542 Karinga Foreshore Car Park Fencing	10,411	3,491	3,491	3,491	0	Complete.
	700543 Dawesville Channel South Fencing	12,232	4,332	4,332	4,332	0	Complete.
	700544 Central Irrigation Management System	96,317	96,317	6,317	6,317	90,000	Construction to commence Q4.
	700545 Suncrest Meander Playground	41,489	41,489	41,489	6,489	35,000	Construction to commence Q4.
	700546 Bruce Cresswell Reserve Playground	46,289	56,289	56,289	6,489	49,800	Construction to commence Q4.
	700547 Tickner Reserve Playground	41,489	51,489	51,489	6,489	45,000	Construction to commence Q4.
	700548 Karri Karri Pass Playground	46,593	51,593	51,593	6,593	45,000	Construction to commence Q4.
	700549 Bortolo Reserve Playground	39,489	59,489	59,489	7,099	52,390	Construction to commence Q4.
	700550 Signage new	45,689	45,689	45,689	6,164	39,524	Ongoing program 2022/23.
	700551 Signage renewal	45,689	45,689	45,689	5,689	40,000	Ongoing program 2022/23.
	700552 Quarry Park Softfall Replacement	106,703	126,703	126,703	65,471	61,232	Construction 85% complete.
	700553 Signature Circle (Edgbaston Road) Softfall Replacement	31,926	21,647	21,647	21,481	166	Complete.
	700554 Floribunda Park Softfall Replacement	28,889	28,889	28,889	20,424	8,465	Construction complete. Finances to be finalised.
	700555 Lilac Park Softfall Replacement	12,889	20,540	20,540	20,540	0	Complete.
	700556 Seascapes Village Softfall Replacement	16,389	0	0	0	0	Project is not proceeding in 2022-23.
	700557 Caterpillar Park Softfall Replacement	31,389	28,018	28,018	27,792	226	Complete.
	700558 Osprey Waters Softfall Replacement	19,351	12,519	12,519	12,200	318	Complete.
	700559 Greenhouse Park Softfall Replacement	10,851	12,508	12,508	12,053	455	Complete.
	700561 Upgrade of Playing Surface on Field 1 Peelwood Reserve	409,247	174,247	9,247	16,875	157,373	Project is not proceeding in 2022-23.
	700562 Basketball Court Suncrest Meander	65,584	54,991	54,991	54,991	(0)	Complete.
	700563 Shelters Florida Foreshore	19,856	22,456	22,456	22,456	0	Construction 95% complete.
	700564 Estuary Road Foreshore - shelter	25,106	21,052	21,052	20,755	296	Construction complete. Finances to be finalised.
	700565 Duverney Park - drinking fountain	11,449	11,722	11,722	11,722	(0)	Complete.
	700566 Bruce Cresswell Reserve Stage 1 of 2	334,750	474,750	474,750	192,279	282,471	Construction 50% complete.
	700567 Peelwood Reserve Cricket Nets	37,545	67,545	67,545	7,818	59,728	Construction to commence Q4.
	700568 Path Connection Bridgewater	46,593	46,593	46,593	22,808	23,786	Construction 20% complete.
	700494 Pleasant Grove Foreshore	80,559	80,559	80,559	12,559	68,000	Construction to commence Q4.
	700515 Mandurah Netball Feasibility Study - CSRRF	38,219	78,219	78,219	42,515	35,704	Feasibility study in progress.
	700516 Yalgorup National Park	448,940	477,045	23,940	49,870	427,175	Consultant work underway.
	700440 Major Public Artworks	90,000	90,000	0	0	90,000	Ongoing program 2022/23.
	700478 Meadow Springs Golf Course Fence	0	40,000	40,000	0	40,000	Construction to commence Q4.
	700480 Central Irrigation Management System Renewal	0	90,000	0	0	90,000	Construction to commence Q4.
	700481 Bin Enclosures for Eastern/Western foreshore	0	50,000	50,000	48,130	1,870	Complete.
	700485 Bortolo Park Drainage Basin	0	50,000	50,000	20,337	29,663	Construction 85% complete.
	700495 Kangaroo Paw Park	0	28,248	21,186	29,382	(1,134)	Construction 85% complete.
	700498 Tickner Reserve Final Stage	0	75,170	75,170	4,796	70,374	Construction to commence Q4.
	700443 Falcon Bay Upgrade - Stage 4 of 5	0	18,117	18,117	15,612	2,505	2021-22 Carryover. Construction 95% complete.
	700444 Novara Foreshore Stage 4	0	14,832	14,832	13,763	1,070	Complete.
	700462 Madora Bay Beach	0	100,000	0	0	100,000	Project is not proceeding in 2022-23.
	700463 Madora Bay Foreshore Sails	0	56,443	56,443	0	0	Complete.

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

Account Description			Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	700514	Bortolo Fire Track Water Infrastructure	0	125,000	125,000	70,664	54,336	Construction 75% complete.
	700571	MBRC Resurface	0	39,897	19,948	0	39,897	CSRF contributions to club for capital works.
	700572	SM Tennis Club Resurface	0	11,830	5,915	11,830	0	CSRF contributions to club for capital works.
	700573	Repairs to Creery Wetland Lookout	0	29,200	21,900	29,200	0	Complete.
	700574	Giants of Mandurah Replacement	0	234,661	0	0	234,661	Construction to commence Q4.
Roads								
	501130	City Centre Streetscape Upgrades	120,023	120,023	120,023	20,023	100,000	Design only.
	501131	Dawesville Channel SE Foreshore Upgrade	173,107	173,107	173,107	23,107	150,000	Design only.
	501134	MARC Carpark Additional & Formalise Overflow Carpark	74,792	74,792	14,792	14,792	60,000	Project will not proceed until MARC Roof Replacement project is complete.
	501135	Resurface of the Driveway to the Mandurah Tennis Club	31,794	31,794	31,794	15,467	16,327	Construction to commence Q4.
	501136	Senior Citizens Carpark	117,826	117,826	67,826	17,826	100,000	Construction to commence Q4.
	501137	Torcello Mews Canal PAW Renewal	134,058	124,058	124,058	3,420	120,639	Construction 40% complete.
	501138	Upgrade Luminaries to LED's at the PBSRC	11,861	13,047	13,047	13,047	0	Complete.
	501139	WMC - Upgrade Recycling Area Stage 1	500,000	20,000	10,000	0	20,000	Design only.
	501132	Installation of Flood Lighting at Mandurah Tennis Club	178,228	232,228	178,585	60,644	171,583	Construction 25% complete.
	501141	SL Car Park lighting replacement	100,523	100,523	50,523	44,881	55,642	Ongoing program 2022/23.
	501142	SL Light pole replacement	120,523	120,523	60,523	16,325	104,198	Ongoing program 2022/23.
	501143	SL Marina Pole Canal light poles	79,482	79,482	79,482	11,482	68,000	Ongoing program 2022/23.
	501144	SL Parks and Reserves	90,523	90,523	45,523	523	90,000	Ongoing program 2022/23.
	501145	RC Pinjarra Road Stage 4	1,533,896	1,533,896	1,319,610	1,447,879	86,017	Refer to Financial Report, Key Capital Projects table.
	501146	RR Mariners Cove/Hudson Drives Roundabout	421,615	377,855	377,855	378,326	(472)	Complete.
	501148	RR Olive Road	421,615	421,615	421,615	27,578	394,037	Construction to commence Q4.
	501150	RR Harlem Place	301,170	229,235	229,235	232,515	(3,280)	Complete. Overspend being investigated.
	501151	RR Ocean Road/Dandaragan Drive	170,000	170,000	170,000	0	170,000	Design only.
	501152	RS Flavia Street, Falcon	64,839	64,839	64,839	41,121	23,718	Construction 75% complete.
	501153	RS Flinders Street, Falcon	59,944	59,944	59,944	35,611	24,332	Construction 75% complete.
	501154	RS Baloo Crescent, Falcon	233,195	283,402	283,402	87,428	195,974	Construction 25% complete.
	501155	RS Kyrean Street, Falcon	33,059	40,167	40,167	2,059	38,108	Construction 5% complete.
	501156	RS Cesia Lane, Falcon	15,059	15,059	15,059	11,500	3,559	Construction 75% complete.
	501157	RS Burna Street, Falcon	29,059	29,059	29,059	2,539	26,520	Construction 5% complete.
	501158	RS Ivanhoe Crescent, Falcon	141,334	141,334	141,334	14,839	126,495	Construction 5% complete.
	501159	RS Yeedong Road, Falcon	54,754	54,754	54,754	3,554	51,200	Construction 5% complete.
	501160	RS Dewar Street, Wannanup	84,363	84,363	84,363	49,336	35,027	Construction 75% complete.
	501161	RS Cathryn Street, Halls Head	88,944	88,944	88,944	67,268	21,676	Construction 75% complete.
	501162	RS Hill Street, Halls Head	252,485	252,485	252,485	93,267	159,218	Construction 75% complete.
	501163	RS Amar Close, Herron	22,059	22,059	22,059	9,773	12,286	Construction 75% complete.
	501164	RS Caledonia Close, Herron	22,468	22,468	22,468	20,129	2,339	Construction 95% complete.
	501165	RS Clifton Downs Road, Herron	34,059	34,059	34,059	31,558	2,501	Construction 95% complete.
	501166	RS Dunkeld Drive, Herron	29,559	29,559	29,559	27,058	2,501	Construction 95% complete.
	501167	RS Hexham Close, Herron	40,184	40,184	40,184	36,721	3,463	Construction 95% complete.
	501168	RS Raywood Road, Bouvard	42,559	42,559	42,559	5,048	37,511	Construction 95% complete.
	501169	RS Stock Road, Parklands	52,859	52,859	52,859	4,659	48,200	Construction to commence Q4.
	501113	SP Halls Head PSP	820,835	870,835	870,835	88,271	782,564	Construction 25% complete.
	501171	SP Lanyon Street Stage 2	51,726	60,016	60,016	65,471	(5,455)	Construction 95% complete. Overspend being investigated.
	501172	SP Lewis Street	35,614	48,100	48,100	47,419	681	Construction 95% complete.
	501173	Missing Links	37,477	16,701	16,701	3,477	13,224	Ongoing program 2022/23.
	501174	SP Baloo Crescent	115,617	140,509	140,509	16,440	124,069	Construction 50% complete.
	501175	22-23 TM Discretionary Traffic Management	166,079	142,335	142,335	68,718	73,616	Ongoing program 2022/23.
	501176	Baloo Crescent/Yeedong Road Intersection	44,866	54,521	54,521	163,815	(109,294)	Construction 95% complete. Overspend being investigated.
	501177	Halls Head Parade Car Park Stage 2a	73,148	96,892	96,892	80,122	16,770	Construction 75% complete.
	501178	Merlin Street Reserve Southern Car Park	92,057	92,057	92,057	62,681	29,375	Construction 75% complete.
	501179	22-23 SF Street Furniture New Program	53,581	53,581	41,081	3,581	50,000	Ongoing program 2022/23.
	501180	22-23 SL Street Lighting New Program	74,684	74,684	57,083	49,350	25,334	Ongoing program 2022/23.
	501127	Falcon Reserve Activation Plan - Stage 3	428,252	428,252	28,252	206,873	221,379	Construction 50% complete.
	501089	RC Peel Street Stage 3	1,528,100	1,528,100	28,100	184,014	1,344,086	Refer to Financial Report, Key Capital Projects table.
	501116	SP Pleasant Grove POS	52,289	52,289	52,289	10,789	41,500	Construction to commence Q4.
	501181	TM Estuary Road Delineation	37,814	37,814	37,814	10,142	27,672	Construction to commence Q4.
	501182	SL Old Coast Road/McLarty Road/Leeward Road Ent	48,903	48,903	25,599	2,295	46,608	Design only.
	501183	SL Lakes Road/Murdoch Drive	103,224	103,224	58,829	14,433	88,791	Design only.
	501129	Trails Project	997,321	977,976	500,148	167,311	810,665	Consultant work underway.
	501184	Other Road Renewals	296,000	11,718	0	0	11,718	Ongoing program 2022/23.
	501090	RC Pinjarra Road Stage 3	0	512,225	512,225	512,874	(648)	Refer to Financial Report, Key Capital Projects table.
	501091	SL Street Lighting New Program	0	48,263	36,197	0	48,263	Ongoing program 2021/22.
	501115	SP Biara Court PAW Renewal	0	64,855	48,641	1,520	63,335	Project is not proceeding in 2022-23.
	501124	Emulsion tank with bunding	0	45,000	22,500	0	45,000	Acquisition to be completed in Q4.
	501101	Halls Head Beach Car Park Stage 2	0	149,714	112,286	149,714	0	Complete.
	500016	Smart Street Mall Upgrade	0	660,679	495,509	442,384	218,295	Construction complete. Finances to be finalised.
	501084	Peel Street - Power Relocation	0	479,671	479,671	372,244	107,427	Electrical works to re-commence Q4.
	501123	Ayrton St POS Carpark	0	21,275	21,275	21,275	0	Complete.
	501186	Replacement of Park Rd Road Barrier	0	16,470	16,470	16,470	0	Complete.

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

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	600188 Install Drainage in Bin Storage Area	13,993	12,313	12,313	12,313	(0)	Complete.
	600189 DR 130 Mandurah Terrace	41,227	41,227	16,227	16,227	25,000	Construction to commence Q4.
	600190 DR 30 George Street Drainage Improvement	62,872	62,872	15,872	18,073	44,799	Construction to commence Q4.
	600191 DR Baloo Crescent Drainage Upgrade	198,813	241,617	241,617	161,879	79,738	Construction 95% complete.
	600192 DR Cervantes Drive	36,499	36,499	15,977	15,977	20,522	Construction to commence Q4.
	600193 DR Colonial Court Drainage Upgrade - Stage 1	221,108	276,108	146,608	41,548	234,561	Construction to commence Q4.
	600194 Discretionary Drainage Projects	43,028	43,028	33,278	9,427	33,601	Ongoing program 2022/23.
	600195 DR Hopetoun Bend Drainage Upgrade	68,150	68,150	68,150	17,886	50,264	Construction to commence Q4.
	600196 DR Loton Road/Ashley Terrace Intersection Stage 1	70,960	158,960	12,960	25,932	133,028	Construction 5% complete.
	600183 Halls Head Pde Beach Central CP Stage 2	0	123,868	123,868	122,743	1,125	Complete.
	600184 DR Mathew Street, Falcon	0	206,617	154,963	204,976	1,640	Construction complete. Finances to be finalised.
	600186 DR Yeedong Road, Falcon - Stage 2	0	82,626	82,626	52,160	30,466	Construction 75% complete.
Coastal & Estuary							
	910071 Mandjar Bay Lower Landing Jetty Replacement Stage 1	67,261	67,261	34,761	2,261	65,000	Construction to commence Q4.
	910075 Birchley Road Boat Ramp Jetty	80,328	80,328	42,828	5,502	74,826	Construction to commence Q4.
	910076 Dawesville Foreshore Reserve (Leura Street) Rock Protection	86,165	86,165	44,315	2,465	83,700	Construction to commence Q4.
	910077 Dawesville Foreshore Reserve (Avon Court) Rock Protection	99,611	99,611	51,111	2,611	97,000	Construction to commence Q4.
	910078 Hall Park (Leighton Place) Rock Protection	42,333	42,333	22,039	1,744	40,589	Construction to commence Q4.
	910108 South Harbour Paving Upgrade Stage 3 to 6	0	16,103	16,103	7,293	8,811	Construction complete. Finances to be finalised.
	910109 Cambria Island Abutment Walls Repair	0	370,137	277,603	4,616	365,521	Design only.
	911000 Riverside Retaining Wall	0	13,345	13,345	13,345	0	Complete.
Equipment							
	820188 MARC Replacement Pool Inflatable	12,506	0	0	0	0	Project is not proceeding in 2022-23.
	820189 MARC Stadium Court 3 Scoreboard Replacement	12,506	12,506	12,506	2,506	10,000	Scoreboard acquired. Installation to commence Q4.
	820191 Senior Citizens Stage Curtain	15,585	15,585	15,585	15,209	376	Complete.
	820190 22-23 Furniture & Equipment	55,257	55,257	30,525	8,293	46,964	Balance of ongoing program from 2021/22.
	820185 All Terrain Wheelchair	0	5,249	5,249	5,249	0	Complete.
	820186 Sand Cleaning Machine	0	18,982	18,982	18,982	0	Complete.
	820192 MARC Court Netting	0	18,960	18,960	0	18,960	Acquisition to be completed Q4.
	820194 Inspection Camera	0	5,067	5,067	5,067	0	Complete.
Plant & Machinery							
	770001 Replacement Light Passenger Vehicles	256,000	473,947	355,460	226,107	247,840	Ongoing program 2022/23.
	770002 Replacement Light Commercial Vehicles	606,230	1,096,700	822,525	610,091	486,609	Ongoing program 2022/23.
	770005 New - Light Passenger Vehicles	0	40,000	30,000	0	40,000	Ongoing program 2022/23.
	770006 Trucks and Buses	780,000	812,000	609,000	0	812,000	Ongoing program 2022/23.
	770007 Trailers	346,040	630,838	473,129	238,116	392,722	Ongoing program 2022/23.
	770008 Construction Vehicles	282,000	564,648	423,486	0	564,648	Ongoing program 2022/23.
	770009 Parks and Mowers	362,000	444,299	333,224	0	444,299	Ongoing program 2022/23.
	770010 New - Heavy Vehicles Plant and Equipment	680,000	792,865	792,865	0	792,865	Ongoing program 2022/23.
	770011 Miscellaneous Equipment	6,000	513,967	385,475	343,697	170,270	Ongoing program 2022/23.
	770012 New - Vehicle and Small Plant Program	27,500	7,500	5,625	6,455	1,045	Ongoing program 2022/23.
	770018 New - Light Commercial Vehicles	0	40,000	30,000	0	40,000	Ongoing program 2022/23.
	770020 Tim's Thicket Weighbridge	150,000	150,000	75,000	0	150,000	Construction to commence Q4.
Other Infrastructure							
	930039 CSRFF Program - Small Grants	106,065	338	169	0	338	To date funding has been allocated to Upgrade luminaries to LED's at PBSRC (\$11,861), Installation of Flood Lighting at Mandurah Tennis Club (\$32,074), SM Tennis Club Resurface (\$11,830) and MBRC Resurface (\$39,891).
	930040 22-23 Christmas Decorations Program	169,569	169,569	169,569	75,574	93,995	Ongoing program 2022/23.
	930035 Restart Mandurah - Other	0	787,163	590,372	0	787,163	Remaining balance of Restart Mandurah funds.
	930038 MARC Geothermal Pump & VSD	0	228,626	114,313	121,527	107,099	Pump acquired. Construction to commence Q4. Budget variation included in March financial report.
	700053 Lakelands DOS Sports Specific Infrastructure	0	332,398	249,299	163,049	169,349	Construction of all baseball diamonds complete.
	700055 Eastern Foreshore South Precinct	0	3,412,166	2,559,124	514,196	2,897,969	Refer to Financial Report, Key Capital Projects table.
	700056 Western Foreshore Recreation Precinct	0	3,329,677	2,497,257	1,222,838	2,106,839	Refer to Financial Report, Key Capital Projects table.
	Grand Total	23,885,819	47,615,489	34,873,563	13,447,031	34,168,458	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety									
Bortolo Fire Track Water Infrastructure		0	40,000	0	-	0	40,000	0	
Community amenities									
Compactor Waste Trailers and Dolly [336]	123,407	0	-	44,330	61,280	79,077	63,885	3,424	5,207
Waste Water Reuse [349]	100,257	0	-	16,335	23,431	83,922	77,632	2,880	4,410
Halls Head Ablution Block [350]	66,864	0	-	10,886	15,616	55,978	51,783	1,921	2,941
Halls Head Recycled Water 2019/20	164,810	0	-	13,711	20,287	151,100	145,028	3,811	5,129
Ablutions 2020/21	0	0	-	0	-	0	228,735	0	-
Ablutions 2021/22	250,051	0	-	16,201	24,550	233,850	-	5,966	7,441
Recreation and culture									
Rushton Park Redevelopment [318(ii)]	147,980	0	-	70,206	94,278	77,775	58,812	1,310	2,137
Meadow Springs Recreation Facility [318(iii)]	111,159	0	-	52,737	70,819	58,422	42,210	984	1,605
Mandurah Football & Sporting Club [324]	1,703	0	-	1,703	1,703	0	0	0	-
Mandurah Rugby Club [325]	158	0	-	158	158	0	0	(0)	(0)
Bowling Club Relocation [326]	13	0	-	13	13	0	0	(13)	(14)
Ablutions - Netball Centre [329(i)]	4	0	-	4	4	0	0	(4)	(4)
Parks Construction [329(v)]	4	0	-	4	4	0	0	(4)	(4)
Halls Head Bowling Club upgrade [331]	235,855	0	-	25,993	38,856	209,862	199,730	6,983	10,705
Parks - Falcon Bay Reserve [333(ii)]	22,699	0	-	18,372	24,699	4,327	0	436	650
MARC Redevelopment [338]	431,781	0	-	124,689	167,867	307,093	272,846	3,786	5,308
MARC Redevelopment Stage 1 [340]	334,858	0	-	58,539	83,518	276,320	254,226	9,555	14,624
MARC Redevelopment Stage 2 [341]	823,803	0	-	169,339	228,820	654,464	614,366	6,377	9,237
Eastern Foreshore Wall [344]	541,704	0	-	104,023	145,568	437,681	406,548	9,755	17,279
MARC Stage 2 [345]	806,207	0	-	154,500	211,438	651,708	612,473	9,183	14,753
Falcon Bay Seawall [351]	167,937	0	-	27,295	39,161	140,642	130,139	4,826	7,388
MARC Solar Plan [353]	132,135	0	-	14,437	21,651	117,698	112,210	3,915	6,003
Novara Foreshore Development [355]	264,429	0	-	28,699	43,237	235,730	224,592	8,084	12,385
Falcon Bay Foreshore Upgrades [356]	264,225	0	-	28,872	43,298	235,353	224,385	7,829	12,003
Mandjar Square Development [358]	328,933	0	-	36,577	53,990	292,355	279,299	9,205	14,938
Lakelands DOS [360]	1,713,179	0	-	243,333	328,729	1,469,846	1,430,886	9,009	11,582
Mandjar Square Stage 3 and 4	367,421	0	-	31,813	49,799	335,608	221,671	11,430	17,729
Falcon Seawall	708,669	0	-	71,189	105,499	637,480	710,844	13,441	24,581
Novara Foreshore Stage 3	148,124	0	-	12,756	20,011	135,368	129,170	4,610	7,150
Smart Street Mall Upgrade 2019/20	401,335	0	-	37,102	52,985	364,234	351,126	8,456	10,760
Falcon Bay Foreshore Stage 3 of 4	247,218	0	-	21,238	30,728	225,980	217,551	5,044	6,258
Mandjar Square Final Stage	247,205	0	-	21,238	30,727	225,967	217,538	5,044	6,257
Falcon Skate Park Upgrade	96,801	0	-	7,922	12,278	88,879	84,761	3,014	4,673
Westbury Way North side POS Stage 3	164,825	0	-	13,711	20,288	151,113	145,043	3,811	5,129
Eastern/ Western Foreshore 2020/21	1,031,140	0	-	91,777	126,808	939,363	923,037	6,284	8,845
Smart Street Mall 2020/21	1,004,804	0	-	81,239	116,255	923,565	901,520	10,065	14,122
Novara Foreshore Stage 4	91,576	0	-	5,826	9,580	85,750	82,172	2,864	4,440
Bortolo Reserve - Shared Use Parking and Fire Track Facility	274,702	0	-	20,167	29,924	254,535	246,491	5,899	7,607
Falcon Bay Upgrade - Stage 4 of 5	256,387	0	-	19,002	28,008	237,385	230,066	5,327	6,719
Enclosed Dog Park	18,466	0	-	1,172	1,930	17,294	16,559	577	895
South Harbour Paving Upgrade Stage 2	45,794	0	-	2,913	4,791	42,881	41,086	1,432	2,220
Falcon Skate Park Upgrade 2020/21	69,102	0	-	4,500	7,228	64,603	61,995	2,056	3,351
Eastern/ Western Foreshore 2021/22	1,534,700	0	-	124,788	173,862	1,409,912	1,403,935	9,578	12,840
Smart Street Mall 2021/22	630,568	0	-	49,296	69,728	581,272	576,830	6,083	8,060
Enclosed Dog Park 2021/22	179,886	0	-	11,037	17,417	168,849	164,552	4,964	6,780
Novara Foreshore Stage 4 2021/22	230,047	0	-	15,164	22,707	214,883	210,438	5,243	6,324
Falcon Bay Upgrade - Stage 4 of 5 2021/22	71,455	0	-	3,894	6,764	67,561	65,359	2,578	3,982
Parks and Reserves Upgrades 2021/22	495,101	0	-	38,381	54,691	456,720	452,902	5,141	7,227
Mandurah Library Re Roofing Project	115,023	0	-	6,913	11,109	108,110	105,213	3,386	4,787
Falcon Reserve Activation Plan Stage 3	0	0	400,000	0	-	0	365,986	0	-
Pleasant Grove Foreshore	0	0	59,000	0	-	0	53,977	0	-
Kangaroo Paw Park	0	0	400,000	0	-	0	365,986	0	-
Falcon Bay Stage 5 of 5	0	0	350,000	0	-	0	320,244	0	-
2022/23 South Harbour Upgrades	0	0	150,000	0	-	0	137,239	0	-
Upgrade of Playing Surface Peelwood Parade	0	0	-	0	-	0	-	0	-
Bruce Cresswell Reserve	0	0	300,000	0	-	0	274,489	0	-
Seascapes Boardwalk	0	0	200,000	0	-	0	182,993	0	-
Mandurah Community Museum Roof and Gutters	0	0	150,000	0	-	0	137,239	0	-
Stage 2 of Upgrades to Peelwood Reserve	0	0	70,000	0	-	0	-	0	-
Smart Street Mall Upgrade	0	0	267,396	0	-	0	-	0	-
Eastern Foreshore South Precinct	0	0	94,683	0	-	0	-	0	-
Western Foreshore Recreation Precinct	0	0	800,000	0	-	0	-	0	-
2022/23 Parks and Reserves Upgrades	0	0	350,000	0	-	0	320,244	-	-
Transport									
Drainage [318(iv)]	36,821	0	-	17,469	23,459	19,352	16,602	326	532
Road Construction [318(v)]	369,604	0	-	175,349	235,473	194,255	133,359	3,272	5,338
Road Construction [329(ii)]	9	0	-	9	9	0	0	(9)	(9)
Drainage Construction [329(iii)]	3	0	-	3	3	0	0	(3)	(3)
Peelwood Oval - Parking [329(iv)]	1	0	-	1	1	0	0	(1)	(1)
Path Construction [329(vi)]	1	0	-	1	1	0	0	(1)	(1)
Street Lighting [329(viii)]	1	0	-	1	1	0	0	(1)	(1)
Road Construction [333(ii)]	103,407	0	-	83,696	112,515	19,710	0	1,985	2,960
New Pedestrian Bridge Construction [335]	243,718	0	-	88,501	121,769	155,217	123,290	6,733	10,233
New Road Construction [339]	313,715	0	-	82,039	114,674	231,676	200,409	9,473	14,431
New Road Construction [342]	425,086	0	-	79,983	112,121	345,103	320,960	7,875	13,815
WMC Tims Thicket [343]	67,049	0	-	11,498	16,526	55,551	51,461	1,919	2,938

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - Borrowings

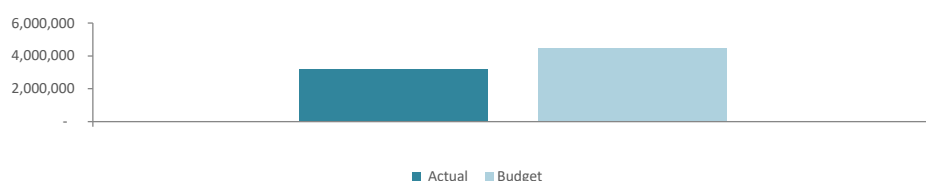
Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Road Construction [346]	263,877	0	-	43,008	61,690	220,869	204,336	7,581	11,606
MARC Carpark [347]	200,493	0	-	32,670	46,862	167,823	155,258	5,760	8,818
MPAC Forecourt [348]	83,566	0	-	13,610	19,523	69,956	64,715	2,401	3,676
Mandurah Marina [352]	132,128	0	-	14,437	21,651	117,692	112,203	3,915	6,002
MARC Carpark [354]	198,193	0	-	21,653	32,473	176,540	168,318	5,873	9,003
Mandurah Foreshore Boardwalk Renewal [357]	296,245	0	-	32,440	48,610	263,804	251,604	8,777	13,455
New Road Construction [359]	864,540	0	-	107,913	156,604	756,627	721,781	19,608	32,508
Smoke Bush Retreat Footpath [361]	66,065	0	-	7,221	10,828	58,844	56,090	1,958	3,001
New Boardwalks 18/19	369,640	0	-	31,872	49,974	337,768	322,592	11,502	17,842
Coodanup Drive - Road Rehabilitation	74,083	0	-	6,373	9,998	67,709	64,602	2,306	3,576
Pinjarra Road Carpark	148,124	0	-	12,756	20,011	135,368	129,170	4,610	7,150
New Road Construction 2018/19	1,172,269	0	-	118,676	175,383	1,053,594	1,013,818	21,069	39,366
New Road Construction 2019/20	703,305	0	-	72,747	100,698	630,558	612,092	9,261	11,623
South Harbour Upgrade 2019/20	189,552	0	-	15,564	23,240	173,988	166,804	4,585	6,329
New Roads 2020/21	543,876	0	-	48,350	66,769	495,526	481,409	3,320	4,213
Carryover Roads 2020/21	500,102	0	-	33,540	50,228	466,562	457,482	10,417	13,197
Roads 2021/22	250,051	0	-	15,896	24,257	234,155	228,735	5,975	7,456
SP Halls Head PSP	0	0	200,000	0	-	0	182,993	0	-
Carparks 2021/22	165,673	0	-	10,300	16,107	155,373	151,544	4,450	5,986
RC Peel Street	0	0	500,000	0	-	0	457,482	0	-
Cambria Island Abutment Wall	58,989	0	-	3,248	5,616	55,741	53,953	2,128	3,286
Senior Citizens Carpark		0	100,000		-		91,496		-
Torcello Mews Canal PAW Renewal		0	100,000		-		91,496		-
MARC Carpark Additional and overflow		0	50,000		-		45,742		-
Halls Head Parade Car Park Stage 2a		0	50,000		-		45,742		-
RC Pinjarra Road Stage 4		0	500,000		-		457,482		-
Cambria Island Abutment Walls Repair		0	0		-		274,489		-
RC Pinjarra Road Stage 3		0	500,000		-				-
Halls Head Pde Beach Central CP Stage 2		0	135,361		-				-
Cambria Island Abutment Walls Repair		0	268,397		-				-
Economic services			-						-
Mandurah Ocean Marina Chalets Refurbishment	150,031	0	-	9,494	14,671	140,536	137,239	3,884	5,112
Other property and services			-						-
IT Communications Equipment [318(i)]	29,179	0	-	13,843	18,590	15,336	12,827	258	421
IT Equipment [329(vii)]	1	0	-	1	1	0	-	(1)	-
Land Purchase [330]	3	0	-	3	2	0	-	0	-
Civic Building - Tuckey Room Extension	369,237	0	-	31,862	49,942	337,376	321,815	11,489	17,821
	23,853,143	0	6,034,837	3,190,021	4,506,370	20,663,122	23,569,427	418,240	628,119
Total	23,853,143	0	6,034,837	3,190,021	4,506,370	20,663,122	23,569,427	418,240	628,119
Current borrowings	4,506,370		6,034,837	3,190,021	4,506,370	1,520,341	4,506,370	418,240	628,119
Non-current borrowings	19,346,773					19,142,781	19,063,057		
	23,853,143					20,663,122	23,569,427		

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

2022/23 Principal Repayments



Principal
\$3,190,021

Interest Expense
\$418,240

Loans Due
\$20.66 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

OPERATING ACTIVITIES
NOTE 8
CASH RESERVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Building	1,627,162	12,443	0	39,899	0	(397,140)	0	1,282,364	1,627,162
Parking	481,438	6,412	0	0	0	0	0	487,851	481,438
Asset Management	15,417,266	119,918	0	1,000,000	0	(6,187,975)	0	10,349,209	15,417,266
Cultural Centre	215,975	0	0	0	0	(213,495)	0	2,480	215,975
Property Acquisition	0	0	0	0	0	0	0	0	0
Sustainability	531,204	4,902	0	0	0	(127,000)	0	409,105	531,204
Waste Facilities Reserve Fund	6,053,666	41,850	0	0	0	(1,066,611)	0	5,028,906	6,053,666
Traffic Bridge	0	0	0	0	0	0	0	0	0
Interest Free Loans	145,562	0	0	0	0	0	0	145,562	145,562
CLAG	11,917	16	0	0	0	0	0	11,933	11,917
Mandurah Ocean Marina	177,997	2,371	0	0	0	0	0	180,368	177,997
Waterways	811,550	9,515	0	0	0	(63,377)	0	757,689	811,550
Port Mandurah Canals Stage 2 Maintenance	93,112	1,240	0	0	0	0	0	94,352	93,112
Mariners Cove Canals	84,837	1,130	0	0	0	0	0	85,967	84,837
Port Bouvard Canal Maintenance Contributions	267,030	3,556	0	0	0	0	0	270,587	267,030
Unspent Grants & Contributions	8,773,649	0	0	63,897	0	(8,481,779)	0	355,767	8,773,649
Long Service Leave	4,592,006	0	0	0	0	(905,791)	0	3,686,215	4,592,006
Bushland and Environmental Protection	1,307,640	17,090	0	200,000	0	0	0	1,524,731	1,307,640
Coastal Storm Contingency	258,494	3,443	0	0	0	0	0	261,937	258,494
Digital Futures	56,866	929	0	0	0	0	0	57,795	56,866
Decked Carparking	1,008,622	13,433	0	0	0	0	0	1,022,056	1,008,622
Specified Area Rates - Waterside Canals	116,972	1,496	0	0	0	(6,738)	0	111,730	116,972
Specified Area Rates - Port Mandurah Canals	212,247	1,903	0	64,900	0	(1,131)	0	277,919	212,247
Specified Area Rates - Mandurah Quay Canals	222,331	2,917	0	8,965	0	0	0	234,213	222,331
Specified Area Rates - Mandurah Ocean Marina	564,257	5,392	0	151,390	0	0	0	721,039	564,257
Specified Area Rate - Port Bouvard Canals	131,740	1,609	0	7,788	0	0	0	141,137	131,740
Specified Area Rate - Mariners Cove	10,331	69	0	0	0	(5,317)	0	5,083	10,331
Specified Area Rate - Eastport	43,891	476	0	0	0	(31)	0	44,336	43,891
Sportclubs Maintenance Levy	242,545	2,681	0	12,000	0	0	0	257,226	242,545
City Centre Land Acquisition Reserve	1,010,931	13,215	0	0	0	(100,000)	0	924,146	1,010,931
Lakelands Community Infrastructure Reserve	1,102,123	14,679	0	0	0	0	0	1,116,802	1,102,123
Plant Reserve	2,014,060	10,966	0	23,544	0	(1,189,302)	0	859,268	2,014,060
Workers Compensation Reserve	673,563	6,349	0	0	0	(130,874)	0	549,038	673,563
Restricted Cash Reserve	3,040,759	0	0	65,271	0	(1,641,031)	0	1,465,000	3,040,759
	51,301,746	300,000	0	1,637,654	0	(20,517,591)	0	32,721,809	51,301,746

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability				Operating Grants, Subsidies and Contributions Revenue			
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies								
General purpose funding								
Financial Assistance Grant - General Purpose	0	0	0	0	1,903,527	0	1,903,527	480,275
Financial Assistance Grant - Local Roads	0	0	0	0	1,439,746	0	1,439,746	247,132
Law, order, public safety								
Southern Districts Bush Fire Brigade LGGS: DFES	0	0	0	0	32,928	0	32,928	23,676
SES LGGS: DFES	0	0	0	0	57,629	0	57,629	43,222
Bushfire Mitigation Activity Fund (MAF) Grants: DFES	0	22,800	0	22,800	65,000	0	45,600	0
Education and welfare								
Waterwise Verge Grant: Water Corp	0	0	0	0	10,000	0	10,000	0
International Day of People with Disability: Development Dis:	0	1,000	(1,000)	0	0	0	1,000	1,000
Stay on your Feet: Injury Matters	0	3,650		3,650	0	0	3,650	0
Recreation and culture								
Christmas Pageant: Lotterywest	0	20,000	0	20,000	10,000	0	20,000	0
Christmas Lights: Tourism WA	0	10,500	(10,500)	0	0	0	15,000	10,500
Christmas Pageant: Ray White	0	22,727	(22,727)	0	0	0	25,000	22,727
Crabfest: Tourism WA	0	65,000	0	65,000	145,250	0	145,250	
Every Club Funding 2022: DLGSC	40,000	0	(40,000)	0	0	0	40,000	40,000
Every Club Funding 2023: DLGSC	0	0	0	0	21,325	0	31,291	0
Wearable Art	0	0	0	0	41,500	0	0	0
Gnoonie Youth Football Cup: Healthway	0	2,000	(2,000)	0	1,500	0	2,000	2,000
2 & 5 Children's Week: Healthway	0	1,000	(1,000)	0	0	0	1,000	1,000
CHRMAP: DPLH	0	0	0	0	0	0	37,500	37,500
Australia Day: National Australia Day Council Ltd	0	24,000	0	24,000	0	0	30,000	0
All Terrain Wheelchair	0	3,251	(3,251)	0	0	0	3,251	3,251
	40,000	175,928	(80,478)	135,450	3,728,405	0	3,844,372	912,283
Operating Contributions								
Recreation and culture								
She Codes Workshop: PDC	5,000	0	0	5,000	0	5,000	5,000	0
	5,000	0	0	5,000	0	5,000	5,000	0
TOTALS	45,000	175,928	(80,478)	140,450	3,728,405	5,000	3,849,372	912,283

Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue				
		Liability	Increase in Liability	Liability Reduction (As revenue)	Liability				
Provider		1-Jul			30-Jun	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
		\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies									
Community amenities					0				
750726	Changing Places - Eastern Foreshore	45,454	94,621	0	140,075	0	140,075	140,075	0
Recreation and culture									
700055	Eastern Foreshore South Precinct: DoH	2,500,000	0	0	2,500,000	0	2,500,000	2,500,000	0
	Eastern Foreshore South Precinct: DoH 22-23	0	2,500,000	0	2,500,000	0	0	0	0
700055	Eastern Foreshore South Precinct: RfR	729,490	0	(514,196)	215,293	0	729,490	729,490	514,196
700511	Mandurah Parks - Shade Sails: DPIRD	56,235	0	(55,704)	531	0	56,443	56,443	55,704
750657	MPAC Internal Refurb: DPIRD	155,716	0	(155,716)	0	0	155,716	155,716	155,716
750688	22-23 MPAC Internal Refurb	0	0	0	0	50,000	0	50,000	0
700515	Mandurah Netball Feasibility Study - CSRFF	11,200	0	(11,200)	0	0	11,200	11,200	11,200
700515	Mandurah Netball Feasibility Study - Netball WA	4,545	0	(4,545)	0	0	4,545	4,545	4,545
750633	Stage 2 of Upgrades to Peelwood Reserve	66,465	0	(66,465)	0	0	66,465	66,465	66,465
820185	All Terrain Wheelchair	8,500	(3,251)	(5,249)	0	0	5,249	5,249	5,249
750647	Dawesville Community Centre	0	1,000,000	0	1,000,000	0	673,052	673,052	0
	700516 Yalgorup National Park	300,000	0	(49,870)	250,130	225,000	0	225,000	49,870
	Merlin Street Activation Plan - Implementation	150,000	0	0	150,000	0	0	0	0
	750681 MARC Roof Repairs	740,545	0	(421,547)	318,998	0	0	1,618,069	421,547
501113	SP Halls Head PSP	0	75,000	(75,000)	0	400,000	0	400,000	75,000
501129	Trails Project	155,655	0	(155,655)	0	900,000	(19,345)	880,655	155,655
Transport									
501089	RC Peel Street Stage 3	400,000	0	(184,014)	215,986	1,000,000	0	1,000,000	184,014
501084	Peel Street - Power Relocation	140,320	0	(140,320)	0	0	479,671	479,671	140,320
501145	RC Pinjarra Road Stage 4	0	400,000	(400,000)	0	1,000,000	0	1,000,000	400,000
501146	RR Mariners Cove/Hudson Drives Roundabout	0	355,000	(355,000)	0	300,000	55,000	355,000	355,000
501148	RR Olive Road	0	245,000	(27,578)	217,422	300,000	0	300,000	27,578
501150	RR Harlem Place	0	185,708	(185,708)	0	240,000	(54,292)	185,708	185,708
501181	TM Estuary Road Delineation	0	7,379	0	7,379	18,448	0	18,448	0
501183	SL Lakes Road/Murdoch Drive	0	23,678	0	23,678	59,194	0	59,194	0
501182	SL Old Coast Road/McLarty Road/Leeward Road Ent	0	18,643	0	18,643	46,608	0	46,608	0
501154	RS Baloo Crescent, Falcon	0	122,000	(87,428)	34,572	122,000	0	122,000	87,428
501158	RS Ivanhoe Crescent, Falcon	0	100,000	(14,839)	85,161	100,000	0	100,000	14,839
501162	RS Hill Street, Halls Head	0	154,335	(93,267)	61,068	146,411	0	146,411	93,267
501132	Installation of Flood Lighting at Mandurah Tennis Club	0	0	0	0	53,524	0	53,524	0
	Peel Street 23-24 Project	0	400,000	0	400,000	0	0	0	0
		5,464,125	5,678,113	(3,003,303)	8,138,936	4,961,185	4,803,268	11,382,523	3,003,303
Non-Operating Contributions									
Recreation and culture									
IM 2	Mandurah Surf Life Saving Club	0	0	0	0	0	0	0	5,000
IM 4	Falcon Community Men Shed Inc	0	0	0	0	0	0	0	300
	PEET - Cash in Lieu Contribution	1,065,909	0	0	1,065,909	0	0	0	0
700518	Eastport Foreshore Upgrade	0	0	0	0	151,198	0	151,198	0
750681	MARC Roof Repairs	0	0	0	0	0	4,000,000	4,000,000	0
Transport									
501131	Dawesville Channel SE Foreshore Upgrade	0	0	0	0	150,000	0	150,000	0
Other property and services									
930038	MARC Geothermal Pump & VSD	0	0	0	0	0	0	0	0
770007-C	Trailers	0	0	0	0	0	18,896	18,896	0
770011-C	Miscellaneous Equipment	0	0	0	0	0	175,352	175,352	0
	700574 Giant of Mandurah Replacement	0	0	0	0	0	234,661	234,661	234,661
		1,065,909	0	0	1,065,909	301,198	4,428,909	4,730,107	239,961
Total Non-operating grants, subsidies and contributions		6,530,034	5,678,113	(3,003,303)	9,204,845	5,262,383	9,232,177	16,112,630	3,243,264

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus/(Deficit)				(560,210)
100010-3780-1263-41400	Every Club Funding Operating Grant	June FR G.8/7/22	Operating Revenue		40,000		(520,210)
	Contract Liability	June FR G.8/7/22	Other	(40,000)			(560,210)
100010-5850-1263-41400	CHRMAP Operating Grant	June FR G.8/7/22	Operating Revenue		37,500		(522,710)
	Unspent Grant Reserve	June FR G.8/7/22	Other: Transfer Out of Reserve		39,099		(483,611)
	2021/22 Operating Carryover - Unspent Grants	June FR G.8/7/22	Operating Expenses			(39,099)	(522,710)
	Restricted Cash Reserve	June FR G.8/7/22	Other: Transfer Out of Reserve		2,050,114		1,527,404
	2021/22 Operating Carryovers	June FR G.8/7/22	Operating Expenses			(2,050,114)	(522,710)
	Capital Works 2021/22 Carryovers	June FR G.8/7/22	Capital Expenses			(19,076,830)	(19,599,540)
	Capital Works 2021/22 Carryovers	June FR G.8/7/22	Other: Proceeds from Debentures		2,248,463		(17,351,077)
	Capital Works 2021/22 Carryovers	June FR G.8/7/22	Other: Unutilised Loans		3,247,526		(14,103,551)
	Capital Works 2021/22 Carryovers	June FR G.8/7/22	Other: Proceeds From Sale of Assets		552,344		(13,551,207)
	Capital Works 2021/22 Carryovers	June FR G.8/7/22	Capital Revenue		6,431,383		(7,119,824)
	Capital Works 2021/22 Carryovers - various reserve reductions	June FR G.8/7/22	Other: Transfer Out of Reserve		2,657,365		(4,462,459)
	Capital Works 2021/22 Carryovers	June FR G.8/7/22	Other	(4,541,456)			(9,003,915)
	Capital Works 2021/22 Carryovers - Unspent Grant Reserve	June FR G.8/7/22	Other: Transfer Out of Reserve		4,541,456		(4,462,459)
	Capital Works 2021/22 Carryovers - Restricted Cash Reserve	June FR G.8/7/22	Other: Transfer Out of Reserve		3,939,749		(522,710)
100010-4530-1263-41450	Mandurah Libraries - Contributions - Operating (She Codes Workshop)	June FR G.8/7/22	Operating Revenue		5,000		(517,710)
100010-4540-1343-61001	Falcon Library - Library Learning Projects (She Codes Workshop)	June FR G.8/7/22	Operating Expenses			(5,000)	(522,710)
750725-6100-1045-61129	Other Buildings Renewal	June FR G.8/7/22	Capital Expenses		50,000		(472,710)
100010-1000-1169-61001	CEO Corporate Projects	July FR G.7/9/22	Operating Expenses		35,000		(437,710)
100010-4210-1169-61001	Environmental Services Corporate Projects	July FR G.7/9/22	Operating Expenses			(35,000)	(472,710)
700540-6600-1045-61129	Diadem Place Fencing	July FR G.7/9/22	Capital Expenses		9,000		(463,710)
700541-6600-1045-61129	Philante Street Carpark Fencing	July FR G.7/9/22	Capital Expenses		7,000		(456,710)
700541-6600-1045-61129	Karinga Foreshore Car Park Fencing	July FR G.7/9/22	Capital Expenses		6,000		(450,710)
700543-6600-1045-61129	Dawesville Channel South Fencing	July FR G.7/9/22	Capital Expenses		3,000		(447,710)
700567-6600-1045-61129	Peelwood Cricket Nets	July FR G.7/9/22	Capital Expenses			(25,000)	(472,710)
101870-4210-1263-61129	Environmental Education Project	July FR G.7/9/22	Operating Expenses			(4,000)	(476,710)
100010-4210-1263-41450	Environmental Services Operating Contribution	July FR G.7/9/22	Operating Revenue		4,000		(472,710)
770007-6300-1045-41403	DFES Capital Contribution	July FR G.7/9/22	Capital Revenue		18,896		(453,814)
770011-6300-1045-41403	DFES Capital Contribution	July FR G.7/9/22	Capital Revenue		175,352		(278,462)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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A positive number in the amended budget running balance represents an estimated closing surplus.
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GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
770007-6300-1045-61001	Trailers	July FR G.7/9/22	Capital Expenses			(18,896)	(297,358)
770011-6300-1045-61001	Miscellaneous Equipment	July FR G.7/9/22	Capital Expenses			(175,352)	(472,710)
New-6100-1045-41403	Department of Communities Grant	July FR G.7/9/22	Capital Revenue		140,075		(332,635)
New-6100-1045-61129	Changing Places - Eastern Foreshore Mandurah	Aug FR G. 8/9/22	Capital Expenses			(140,075)	(472,710)
105000-5570-2150-61129	MARC - Facility Management	Aug FR G. 8/9/22	Operating Expenses		18,960		(453,750)
820192-6700-1045-61129	MARC Court Netting	Aug FR G. 8/9/22	Capital Expenses			(18,960)	(472,710)
501123-6250-1045-xxxx	Ayrton St POS Carpark	Aug FR G. 8/9/22	Capital Expenses			(7,460)	(480,170)
100010-4000-1114-61129	Administration - Dirctor of Place & Community - Consultants	Aug FR G. 8/9/22	Operating Expenses			(59,250)	(539,420)
162000-4410-1366-xxxx	Emergency Management	Aug FR G. 8/9/22	Operating Expenses		31,460		(507,960)
100010-1110-1045-61001	Administration - Economic Development	Aug FR G. 8/9/22	Operating Expenses		205,000		(302,960)
	Restricted Cash Reserve	Aug FR G. 8/9/22	Other: Transfer Out of Reserve			(236,460)	(539,420)
	Capital Works 2021/22 Carryovers Reconciliation	Aug FR G. 8/9/22	Capital Expenses		391,348		(148,072)
	Capital Works 2021/22 Carryovers Reconciliation	Aug FR G. 8/9/22	Capital Revenue			(64,336)	(212,408)
	Capital Works 2021/22 Carryovers Reconciliation - Contract Liability	Aug FR G. 8/9/22	Other: Transfer Out of Reserve	64,336			(148,072)
	Capital Works 2021/22 Carryovers Reconciliation - Unspent Grants	Aug FR G. 8/9/22	Other: Transfer Out of Reserve			(64,336)	(212,408)
	Capital Works 2021/22 Carryovers Reconciliation	Aug FR G. 8/9/22	Other: Unutilised Loans			(163,828)	(376,236)
	Capital Works 2021/22 Carryovers Reconciliation	Aug FR G. 8/9/22	Other: Transfer Out of Reserve			(163,184)	(539,420)
750708-6100-1045-61129	MARC Sauna Expansion and Refurbishment	Sept FR G.6/10/22	Capital Expenses		20,000		(519,420)
820188-6700-1045-61001	MARC Replacement Pool Inflatable	Sept FR G.6/10/22	Capital Expenses		12,506		(506,914)
750728-6100-1045-61129	MARC Additional CCTV's	Sept FR G.6/10/22	Capital Expenses			(32,506)	(539,420)
700555-6600-1045-61129	Lilac Park Softfall Replacment	Sept FR G.6/10/22	Capital Expenses			(12,389)	(551,809)
700559-6600-1045-61129	Greenhouse Park Softfall Replacement	Sept FR G.6/10/22	Capital Expenses			(4,000)	(555,809)
700556-6600-1045-61129	Seascapes Village Softfall Replacement	Sept FR G.6/10/22	Capital Expenses		16,389		(539,420)
750715-6100-1045-61129	Rushton Park Stadium - External Painting Walls and Steelwork	Sept FR G.6/10/22	Capital Expenses			(26,000)	(565,420)
750691-6100-1045-61129	Install of Emergency Door - Shower Service	Sept FR G.6/10/22	Capital Expenses		26,000		(539,420)
770011-6300-1045-61001	Miscellaneous Equipment	Sept FR G.6/10/22	Capital Expenses			(20,000)	(559,420)
770012-6300-1045-61001	New - Vehicle & Small Plant Program	Sept FR G.6/10/22	Capital Expenses		20,000		(539,420)
750729-6100-1045-61129	MPAC Fly Tower and Auditorium Facade Cladding and Roof	Sept FR G.6/10/22	Capital Expenses			(100,000)	(639,420)
750725-6100-1045-61129	Other Buildings Renewal	Sept FR G.6/10/22	Capital Expenses		100,000		(539,420)
124032-5850-2150-61129	Erosion Control - Waterways	Oct FR G.8/11/22	Operating Expenses		13,345		(526,075)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
New-6400-1045-61129	Riverside Retaining Wall	Oct FR G.8/11/22	Capital Expenses			(13,345)	(539,420)
501132-6250-1045-61129	Installation of Flood Lighting at Mandurah Tennis Club	Oct FR G.8/11/22	Capital Expenses			(54,000)	(593,420)
930039-6500-1045-61129	CSRFF Program - Small Grants	Oct FR G.8/11/22	Capital Expenses		54,000		(539,420)
750681-6100-1263-41452	MARC Insurance Claim	SP.1/11/22	Capital Revenue		4,000,000		3,460,580
	Asset Management Reserve	SP.1/11/22	Other: Transfer Out of Reserve		1,280,033		4,740,613
750681-6100-1045-61129	MARC Roof Repairs	SP.1/11/22	Capital Expenses			(5,172,633)	(432,020)
750655-6100-1045-61129	MARC Acoustic Panelling	SP.1/11/22	Capital Expenses			(107,400)	(539,420)
930039-6500-1045-61129	CSRFF Program - Small Grants	G.10/8/22	Capital Expenses		51,727		(487,693)
700571-6600-1045-61129	MBRC Resurface	G.10/8/22	Capital Expenses			(39,897)	(527,590)
700572-6600-1045-61129	SM Tennis Club Resurface	G.10/8/22	Capital Expenses			(11,830)	(539,420)
700561-6600-1045-xxxx	Upgrade of Playing Surface on Field 1 Peelwood Reserve	G.4/1/23	Capital Expenses		235,000		(304,420)
700552-6600-1045-61129	Quarry Park Softfall Replacement	G.4/1/23	Capital Expenses			(20,000)	(324,420)
700523-6600-1045-61001	Kangaroo Paw Park	G.4/1/23	Capital Expenses			(30,000)	(354,420)
700547-6600-1045-xxxx	Tickner Reserve Playground	G.4/1/23	Capital Expenses			(10,000)	(364,420)
700548-6600-1045-xxxx	Karri Karri Pass Playground	G.4/1/23	Capital Expenses			(5,000)	(369,420)
700549-6600-1045-xxxx	Bortolo Reserve Playground	G.4/1/23	Capital Expenses			(20,000)	(389,420)
700546-6600-1045-xxxx	Bruce Cresswell Reserve Playground	G.4/1/23	Capital Expenses			(10,000)	(399,420)
700566-6600-1045-61129	Bruce Cresswell Reserve Stage 1 of 2	G.4/1/23	Capital Expenses			(140,000)	(539,420)
	Dudley Park Bowling Club - Dance Floor Ceiling Replacement	G.4/1/23	Capital Expenses			(17,955)	(557,375)
750722-6100-1045-61129	Admin Building - CEO Area Refurbishment	G.4/1/23	Capital Expenses		12,955		(544,420)
750671-6100-1045-61129	Mandurah Library Re Roofing Project	G.4/1/23	Capital Expenses		11,430		(532,990)
	Verandah on the Air Pistol Shed at Port Bouvard Pistol Club	G.4/1/23	Capital Expenses			(28,701)	(561,691)
750633-6100-1045-61129	Stage 2 of Upgrades to Peelwood Reserve	G.4/1/23	Capital Expenses		11,562		(550,129)
750691-6100-1045-61129	Install of Emergency Door - Shower Service	G.4/1/23	Capital Expenses		10,709		(539,420)
750673-6100-1045-61129	Mewburn Ablution Refurbishment	G.4/1/23	Capital Expenses		96,538		(442,882)
750256-6600-1045-61129	Seascapes Village Shade Shelter	G.4/1/23	Capital Expenses			(7,538)	(450,420)
	Mandurah Community House (MFHS & Pottery House) Roof					(70,000)	(520,420)
750705-6100-1045-xxxx	Renewal	G.4/1/23	Capital Expenses			(165,000)	(685,420)
750730-6100-1045-61129	Falcon eLibrary Air Conditioning	G.4/1/23	Capital Expenses				(539,420)
750725-6100-1045-61129	Other Building Renewal	G.4/1/23	Capital Expenses		146,000		(59,420)
501139-6250-1045-61129	WMC - Upgrade Recycling Area Stage 1	G.4/1/23	Capital Expenses		480,000		(539,420)
	Waste Facilities Reserve	G.4/1/23	Other: Transfer Out of Reserve			(480,000)	(534,353)
100010-5550-1405-61001	CityBuild Overhead - Minor Equip/Furniture - Under \$5,000	G.4/1/23	Operating Expenses		5,067		(539,420)
820194-6700-1045-61001	Inspection Camera	G.4/1/23	Capital Expenses			(5,067)	(580,987)
	Mewburn Ablution Refurbishment	G.4/1/23	Other: Unutilised Loans			(41,567)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Owen Avenue Ablution	G.4/1/23	Other: Unutilised Loans		41,567		(539,420)
	Building Reserve - Mewburn Ablution Refurbishment	G.4/1/23	Other: Transfer Out of Reserve		41,567		(497,853)
	Building Reserve - Owen Avenue Ablution	G.4/1/23	Other: Transfer Out of Reserve			(41,567)	(539,420)
105000-3463-1132-60100	MARC - MARC Dry Operations	Dec FR G.7/2/23	Operating Expenses		23,000		(516,420)
750731-6100-1045-61001	MARC Showcourts Emergency Exit Egress Pathway	Dec FR G.7/2/23	Capital Expenses			(23,000)	(539,420)
501186-6250-1045-61001	Replacement of Park Rd Road Barrier	Dec FR G.7/2/23	Capital Expenses			(16,470)	(555,890)
							(539,420)
132001-5290-1652-61001	CityWorks Maintenance - Traffic Management - Signs Other	Dec FR G.7/2/23	Operating Expenses		16,470		(539,420)
700573-6600-1045-61129	Repairs to Creery Wetland Lookout	Dec FR G.7/2/23	Capital Expenses			(29,200)	(568,620)
							(539,420)
127011-5570-2150-61129	Miscellaneous – Facility Management – Scheduled Maintenance	Dec FR G.7/2/23	Operating Expenses		29,200		(539,420)
	BR2023 Adjustments Surplus/(Deficit)	G.10/3/23 BR 2023	Opening Surplus/(Deficit)		3,264,653		2,725,233
	BR2023 Adjustments Revenue from Operating Activities	G.10/3/23 BR 2023	Operating Revenue		1,361,598		4,086,831
	BR2023 Adjustments Expenditure from Operating Activities	G.10/3/23 BR 2023	Operating Expenses			(5,597,084)	(1,510,253)
	BR2023 Adjustments Non-cash excluded from Operations	G.10/3/23 BR 2023	Non Cash Item	4,221,283			2,711,030
	BR2023 Adjustments Investing Activities	G.10/3/23 BR 2023	Capital Expenses			(646,103)	2,064,927
	BR2023 Adjustments Non-cash excluded from Investing	G.10/3/23 BR 2023	Capital Expenses	(37,005)			2,027,922
	BR2023 Adjustments Financing Activities	G.10/3/23 BR 2023	Other: Financing Activities			(552,734)	1,475,188
	BR2023 Adjustments Transfer to Reserve	G.10/3/23 BR 2023	Other: Transfer Into Reserve		788,189		2,263,377
	BR2023 Adjustments Transfer from Reserve	G.10/3/23 BR 2023	Other: Transfer Out of Reserve		362,434		2,625,811
	BR2023 Adjustments Rates Revenue	G.10/3/23 BR 2023	Operating Revenue		4,514		2,630,325
700574-6600-1045-61001	Giants of Mandurah Replacement	Feb FR G.11/3/23	Capital Expenses			(234,661)	2,395,664
700574-6600-1305-41458	LGIS Insurance Contribution	Feb FR G.11/3/23	Capital Revenue		234,661		2,630,325
				(332,842)	39,656,204	(36,132,827)	2,630,325

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 12
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
			Opening Surplus/(Deficit)				2,630,325
104585-5570-1263-41400	PTA - Bus Shelter Maintenance Assistance Scheme Grant		Operating Revenue		16,956		2,647,281
100112-4600-1263-41400	Youth Zone @ Mandurah Forum -WA Police Emerging Crimes Grant		Operating Revenue		25,000		2,672,281
100112-4600-1263-61001	Youth Zone @ Mandurah Forum - Youth Development		Operating Expenses			(25,000)	2,647,281
750718-6100-1045-61129	Verandah on the air pistol shed at Port Bouvard Pistol Club		Capital Expenses		3,645		2,650,926
750697-6100-1045-61129	Minor Improvements to Sutton Hall		Capital Expenses		5,000		2,655,926
750707-6100-1045-61129	MARC - Creche Blind Replacement		Capital Expenses		9,000		2,664,926
750699-6100-1045-61129	Admin. Building Foyer - Front Door Reveals Replacement		Capital Expenses			(17,645)	2,647,281
501124-6250-1045-61129	Emulsion Tank with Bunding		Capital Expenses		5,000		2,652,281
930038-6500-1045-61129	MARC Geothermal Pump & VSD		Capital Expenses			(5,000)	2,647,281
112000-5570-2100-xxxxx	Mandurah Visitors Centre - Facility Management		Operating Expenses		28,786		2,676,067
New-6100-1045-xxxxx	Mandurah Visitors Centre - Decking Upgrade		Capital Expenses			(28,786)	2,647,281
103000-5110-2150-61129	Bortolo Park – Assets Parks and Reserves Maintenance		Operating Expenses		10,909		2,658,190
New-6600-1045-61129	Bortolo Fire Training Area – Vehicle Access Gates		Capital Expenses			(10,909)	2,647,281
New-6600-1045-61129	Island Point Green Bridge		Capital Expenses			(52,944)	2,594,337
132001-5230-1147-61129	Bushland Management Activation – Natural Areas Maintenance		Operating Expenses		52,944		2,647,281
103878-5110-1149-xxxxx	Sump Beautification – Assets Parks and Reserves Maintenance - Drainage						
	Sump Maintenance		Operating Expenses			(68,986)	2,578,295
132001-5230-1147-xxxxx	Cityworks Maintenance - Drainage Maintenance		Operating Expenses		68,986		2,647,281
				0	226,226	(209,270)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

NOTE 13
EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2022-23 year is 10.00%

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Operating grants, subsidies and contributions	(259,833)	(12.55%)	▼ Timing	Variance primarily due to budgeted grants/contributions not yet received. Will be monitored throughout the remainder of the year.
Interest earnings	1,172,708	82.30%	▲ Permanent	Favourable variance primarily due to unforeseen increase in rates.
Expenditure from operating activities				
Materials and contracts	5,753,012	13.73%	▲ Timing	Variance primarily due to Waste Transfer Energy, Entrepreneurship and Transform Mandurah operating projects not having progressed in line with budget. Programs and events are to be monitored as year progresses.
Utility charges	506,918	14.82%	▲ Timing	Variance due to utility invoices not yet received, to be monitored as year progresses.
Other expenditure	(40,777)	100.00%	▼ Permanent	Variance is primarily due to small debt write off in accordance with the Write-Off Debts Delegation (DA-FCM06).
Loss on disposal of assets	(1,736,691)	100.00%	▼ Permanent	Non-cash variance due to asset write-offs for scrapped assets not budgeted for. Process usually performed as part of the year end financials preparation.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(8,499,791)	(70.34%)	▼ Timing	Capital grants are recognised in line with capital expenditure. Will be monitored throughout the remainder of the year.
Proceeds from Disposal of Assets	(1,296,397)	(69.18%)	▼ Timing	Will be monitored throughout the year. Refer to note 4.
Capital Acquisitions	21,426,532	61.44%	▲ Timing	Refer to note 6.
Financing Activities				
Payment of lease liability	72,847	17.49%	▲ Timing	Varying repayment terms on lease agreements. Will be monitored throughout the remainder of the year.
Proceeds from new interest earning liability	(551,987)	(74.19%)	▼ Timing	Proceeds not yet received from leasing company as dependent on timing of new lease take ups.
Proceeds from community loans	11,567	30.68%	▲ Timing	Varying repayment terms on loan agreements. Will be monitored throughout the remainder of the year.

2	SUBJECT:	Annual Review Register of Delegated Authority
	DIRECTOR:	Business Services
	MEETING:	Council
	MEETING DATE:	23 May 2023

Summary

In accordance with section 5.46 of the *Local Government Act 1995* (the Act), the City of Mandurah (the City) is required to undertake a review of its delegations at least once every financial year.

In conducting the 2022-2023 Delegated Authority review, Governance Services primarily sought to determine, in consultation with City Officers, that each delegation is still current and effective with a primary focus on the operational efficiencies of the new and significantly amended 2021-2022 delegations.

The review of the City's current delegations resulted in recommendations that seven Council to CEO delegations (Council Delegations) be amended and re-adopted indefinitely and that the remaining delegations be re-adopted indefinitely with no changes.

It is recommended that Council endorse the 2022-2023 Delegated Authority Review – Council Delegations (refer **Attachment 2.1**).

Disclosure of Interest

Nil

Previous Relevant Documentation

- | | | |
|-------------|--------------|---|
| • G.9/5/22 | 24 May 2022 | Annual Review Register of Delegated Authority |
| • G.6/5/21 | 25 May 2021 | Annual Review Register of Delegated Authority |
| • G.21/6/20 | 23 June 2020 | Annual Review Register of Delegated Authority |

Background

With local governments having responsibility for decision making under a number of pieces of legislation, it is recognised as unreasonable and unrealistic for every legislative power or duty to be exercised by Council, and as such, delegations of authority exist to allow for the conferral of the ability to exercise that power or duty to, in most cases to the CEO, or an employee. In accordance with section 5.42 of the Act, the power given to Council to delegate legislative powers and duties, must be expressly provided for under the relevant legislation.

Delegations are made in relation to express powers and express duties given to the local government under legislation. A delegation does not restrict the delegator from exercising the power or duty once delegated and it also does not remove responsibility for the power. For a delegation to be considered valid, it must be in writing and in the form prescribed by legislation.

The 2021-2022 Delegated Authority Review undertaken by Governance Services consisted of a comprehensive legal review and covered all delegations by Council to the CEO and, in some limited cases to employees and the Mayor, and all delegations or subdelegations by the CEO to City Officers. As a result of the 2021-2022 Delegated Authority Review, 24 delegations were amended (several with significant amendments) and the requirement for eight new delegations was identified. The remaining delegations were re-adopted unchanged. In addition to the eight new delegations identified as a result of the review, an additional new delegation was approved by Council on 23 August 2022.

Comment

The Act gives local governments the ability to delegate to the Chief Executive Officer (CEO) any of its powers and duties under the Act, other than those prescribed under section 5.43. This is done by way of the Council Delegations. A Council decision to delegate authority to the CEO or employees can occur once resolved by Council. Once delegations are given, the City must maintain a register of the powers or duties delegated with a review to be conducted at least once each financial year.

The City currently has 46 Council Delegations in place under a number of acts and regulations which delegate various powers and duties to the CEO (or employees). Following a thorough review of the current delegated authority register a number of amendments are recommended for consideration.

The 2022-2023 Delegated Authority Review process undertaken by Governance Services included:

- Review of the West Australian Local Governments Association (WALGA) Toolkit titled 'Decision Making in Practice';
- Review of the enabling legislation and subsidiary legislation forming the legal basis of each delegation;
- Internal consultation with City Officers who exercise the delegated or subdelegated (as the case may be) authority; and
- Review of other local government approaches (for contextual reference only).

For each delegation, Council may consider conditions imposed on the CEO when carrying out the functions of the delegation. In turn, the CEO may include conditions on the sub-delegate, noting that the sub-delegate conditions are not included in this report, however are subject to the same review process for approval by the CEO.

All proposed amendments to the Council Delegations and remaining unchanged delegations are shown at **Attachment 2.1**. Below is a summary of the recommendations made as a result of the 2022-2023 Review.

Proposed Amended Delegations

The proposed amendments, as the case may be, include amending the Express powers or duties delegated, functions of the delegation or conditions imposed by the delegation (refer **Attachment 2.1**). The Council Delegations proposed for amendments are summarised in the table below:

Delegation Title	Proposed Amendment/s and Reason
DA CMS 03 Cat Act 2011	<p>It is recommended to add the following sections of the <i>Cat Act 2011</i> as an Express power or duty:</p> <ol style="list-style-type: none"> 1. <i>s9 Registration,</i> 2. <i>s10 Cancellation of registration and</i> 3. <i>s11 Registration numbers, certificates and tags</i> <p>The addition of the following Functions to the delegation are recommended to align with the express power or duties above:</p> <ol style="list-style-type: none"> 1. <i>Grant, refuse to grant or renew or refuse to renew the registration of a cat;</i> 2. <i>Cancel the registration of a cat;</i> 3. <i>Allot a registration number to a cat, provide cat registration certificate and registration tag</i> <p>The registration powers under the <i>Cat Act 2011</i> were removed in the 2019-2020 delegated authority review and were dealt with under an implied authorisation based on what was at the time</p>

	considered an administrative necessity. Subsequent advice from the Department of Local Government, Sport and Cultural Industries confirmed that decisions under the <i>Cat Act 2011</i> do not have the same recording requirements as decisions under <i>Local Government Act 1995</i> . Accordingly, the registration powers have been added back into the delegation.
DA CNP 02 Disposing of Property (*administrative amendment)	<p>The following administrative amendment is required to condition 2:</p> <p><i>Disposal of land is limited to:</i></p> <ul style="list-style-type: none"> • <i>Matters specified in the Annual Budget or in any other case, requires a specific resolution of Council; and or</i> • <i>Disposal of land is limited to a maximum value of \$150,000 (including options); and</i> • <i>Satisfies the conditions below.</i>
DA-CPM 02 Invite Expressions of Interests and Tenders (*minor amendment)	<p>Recommend a minor amendment to the Express power or duty delegated to remove r.11(2) of the <i>Local Government (Functions and General) Regulations 1996</i> due to it being unnecessary as these are the conditions when a tender is not required and no discretion is required:</p> <p><i>Tenders:</i> <i>r.11(1), (2) When tenders have to be publicly invited</i></p>
DA-CPM 05 Varying Contracts and Exercising Contract Extension Options	<p>It is recommended that the following Delegate Condition be added to regulate price increases:</p> <p><i>The following condition relates to r.21A:</i></p> <ul style="list-style-type: none"> • <i>where a price increase is requested for a schedule of rates contract, price increases in excess of contract provisions must in be accordance with the Annual Budget and must only be approved by the CEO.</i> <p>Additional control measure to ensure that price increases are in accordance with Council Budget and approved only by CEO.</p>
DA LOC 03 City of Mandurah Local Laws - Administration	<p>It is recommended to remove Function 2 of this delegation which states:</p> <p><i>2. Appoint authorised officer to perform functions under the City's Local Laws.</i></p> <p>The appointment of authorised officers under a local law is historical function and no longer required as all authorised officers under local laws are now appointed under s9.10 of the <i>Local Government Act 1995</i></p>
DA-PAD 01 Development Applications for Single Houses	<p>Remove delegation of City Planner from Condition 1:</p> <p><i>In making an exercise of judgement under the relevant provisions of the R-Codes, the assessment is to be reviewed by the R-Code Review Group, consisting of no less than 2 of the following officers</i></p>

<p>DA-PAD 02 Development Application (excluding Single Houses)</p>	<p>Remove City Planner from Condition 3:</p> <p><i>All applications that require discretionary provisions of a Local Planning Scheme No 12, a structure plan, precinct structure plan, local development plan or local planning policy to be applied are to be reviewed by a Planning Review Group consisting of at least 2 of the following</i></p> <p>It is recommended to add the following Delegate condition to provide a brief to Elected Members on any application for the change of use in a mixed use zone where the ground floor is proposed to be residential:</p> <p><i>4. prior to the determination of a Change of Use application in a mixed use zone, where the ground floor is proposed to be 'residential', a briefing to Elected Members will be provided.</i></p>
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Delegations – No Change

There have been no improvements identified with the remaining delegations and Council is requested to consider re-adoption with no change.

- DA-BUI 01 Building and Demolition Permits
- DA-BUI 02 Occupancy Permits and Building Approval Certificates
- DA-BUI 03 Building Orders
- DA-BUI 04 Smoke Alarms - Alternative Solutions
- DA-BUI 05 Private Swimming Pool Safety Barriers
- DA-CMS 04 Dog Act 1976
- DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders; Variation Before Contract
- DA-CPM 06 Tenders for Goods and Services – Exempt Procurement
- DA-EMS 01 Bush Fires Act 1954 - Variations to Burning Times
- DA-EMS 02 Bush Fires Act 1954 – General
- DA-EMS 03 Bush Fires Act 1954 - Prosecution
- DA-FCM 02 Payments from Municipal Funds or Trust Funds
- DA-FCM 03 Investment of Funds
- DA-FCM 04 Non-Rateable Status for Land
- DA-FCM 06 Defer, Grant Concessions for, or Waive Fees or Write off Debts
- DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
- DA-GVN 06 Revoking Suspension of Decisions under Objection
- DA-LUP 01 Private Works on, over or under Public Places
- DA LUP 02 Public Thoroughfare – Dangerous Excavations
- DA-LUP 03 Obstruction of Footpaths and Thoroughfares
- DA-LUP 04 Crossing – Construction, Repair and Removal
- DA-LWE 01 Prosecutions/Recovery of Unpaid Rates, Service Charges, Fees and Charges
- DA-LWE 02 Directions in Relation to Development Matters
- DA-LWE 03 Action, notices, proceedings, prosecutions and withdrawals – any other written law
- DA-LWE 06 Disposal of Impounded Goods/Vehicles
- DA-LWE 07 Authorised Officers/Persons
- DA-LWE 09 Graffiti Vandalism
- DA-LWE 10 Disposal of Sick or Injured Impounded Animals
- DA-LOC 01 Trading Permits
- DA-LOC 02 Alfresco Dining Permits
- DA-PAD 03 Structure Plans

- DA-PAD 04 Local Development Plans
- DA-PBH 03 Food Act 2008
- DA-PBH 04 Food Act 2008 – Appointments
- DA-PBH 10 Public Health Act 2016 - Functions of an Enforcement Agency
- DA-PBH 11 Public Health Act 2016 - Reports by Enforcement Agency
- DA-PBH 12 Health (Asbestos) Regulations – Enforcement
- DA-TFT 01 Parking Administration
- DA-TFT 02 Closing of Certain Thoroughfares to Vehicles

Consultation

Department of Local Government, Sport and Cultural Industries
Western Australian Local Government Association

Statutory Environment

Local Government Act 1995;

- s5.42 Delegation of Powers to CEO;
- s5.44 permitting CEO to delegate to other employees;
- s5.46(1) and (2) CEO to keep a register and delegations to be reviewed by the delegator.

Bush Fires Act 1954;

- s59 Prosecution of Offences

Policy Implications

All delegations make reference to relevant Council policies where applicable.

Financial Implications

Nil

Risk Analysis

The proposed adoptions will improve efficiency without creating undue or unacceptable risk to the City. The proposed changes will also lead to greater legal compliance with the *Local Government Act 1995* and administrative law principles.

Strategic Implications

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

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

Conclusion

The annual review of Council's Register of Delegated Authority by Governance Services is complete and Council is requested to support the recommendations.

NOTE:

Refer

Attachment 2.1 2022-2023 Annual Review of Delegated Authority

RECOMMENDATION

That Council:

1. **Adopts the 2022-2023 Annual Review of Delegated Authority, as shown at Attachment 2.1 as its own review for the purposes of section 5.46 of the *Local Government Act 1995* for the 2022-2023 financial year.**
2. **Adopts the following delegations indefinitely, with amendments, as per Attachment 2.1:**
 - **DA-CMS 03 Cat Act 2011;**
 - **DA CNP 02 Disposing of Property;**
 - **DA-CPM 02 Invite Expressions of Interests and Tenders;**
 - **DA-CPM 05 Varying Contracts and Exercising Contract Extension Options;**
 - **DA LOC 03 City of Mandurah Local Laws – Administration;**
 - **DA-PAD 01 Development Applications for Single Houses; and**
 - **DA-PAD 02 Development Application (excluding Single Houses).**
3. **Readopts the remaining delegations indefinitely, with no amendments, as per Attachment 2.1:**
 - **DA-BUI 01 Building and Demolition Permits**
 - **DA-BUI 02 Occupancy Permits and Building Approval Certificates**
 - **DA-BUI 03 Building Orders**
 - **DA-BUI 04 Smoke Alarms - Alternative Solutions**
 - **DA-BUI 05 Private Swimming Pool Safety Barriers**
 - **DA-CMS 04 Dog Act 1976**
 - **DA CNP 02 Disposing of Property**
 - **DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders; Variation Before Contract**
 - **DA-CPM 06 Tenders for Goods and Services – Exempt Procurement**
 - **DA-EMS 01 Bush Fires Act 1954 - Variations to Burning Times**
 - **DA-EMS 02 Bush Fires Act 1954 – General**
 - **DA-EMS 03 Bush Fires Act 1954 - Prosecution**
 - **DA-FCM 02 Payments from Municipal Funds or Trust Funds**
 - **DA-FCM 03 Investment of Funds**
 - **DA-FCM 04 Non-Rateable Status for Land**
 - **DA-FCM 06 Defer, Grant Concessions for, or Waive Fees or Write off Debts**
 - **DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors**
 - **DA-GVN 06 Revoking Suspension of Decisions under Objection**
 - **DA-LUP 01 Private Works on, over or under Public Places**
 - **DA LUP 02 Public Thoroughfare – Dangerous Excavations**
 - **DA-LUP 03 Obstruction of Footpaths and Thoroughfares**
 - **DA-LUP 04 Crossing – Construction, Repair and Removal**
 - **DA-LWE 01 Prosecutions/Recovery of Unpaid Rates, Service Charges, Fees and Charges**
 - **DA-LWE 02 Directions in Relation to Development Matters**
 - **DA-LWE 03 Action, notices, proceedings, prosecutions and withdrawals – any other written law**
 - **DA-LWE 06 Disposal of Impounded Goods/Vehicles**
 - **DA-LWE 07 Authorised Officers/Persons**

- **DA-LWE 09 Graffiti Vandalism**
- **DA-LWE 10 Disposal of Sick or Injured Impounded Animals**
- **DA-LOC 01 Trading Permits**
- **DA-LOC 02 Alfresco Dining Permits**
- **DA-LOC 03 City of Mandurah Local Laws - Administration**
- **DA-PAD 01 Development Applications for Single Houses**
- **DA-PAD 02 Development Application (excluding Single Houses)**
- **DA-PAD 03 Structure Plans**
- **DA-PAD 04 Local Development Plans**
- **DA-PBH 03 Food Act 2008**
- **DA-PBH 04 Food Act 2008 – Appointments**
- **DA-PBH 10 Public Health Act 2016 - Functions of an Enforcement Agency**
- **DA-PBH 11 Public Health Act 2016 - Reports by Enforcement Agency**
- **DA-PBH 12 Health (Asbestos) Regulations – Enforcement**
- **DA-TFT 01 Parking Administration**
- **DA-TFT 02 Closing of Certain Thoroughfares to Vehicles**

ABSOLUTE MAJORITY REQUIRED

City of Mandurah Register of Delegated Authority

DELEGATIONS

Delegation	DA-BUI 01 Building and Demolition Permits
Category	Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) & (3) Delegation by local government
Express power or duty delegated	<i>Building Act 2011:</i> s. 17 Uncertified applications to be considered by building surveyor s. 18 Further information s. 20 Grant of building permit s. 21 Grant of demolition permit s. 22 Further grounds for not granting an application s. 23 Time for deciding application for building or demolition permit s. 24 Notice of decision not to grant building or demolition permit s. 27 Conditions imposed by permit authority s. 88 Finishes of walls close to boundaries <i>Building Regulations 2012:</i> r. 23 Application to extend time during which a permit has effect (s.32(3)) r. 24 Extension of time during which permit has effect (s.32(3)) r. 26 Approval of new responsible person (s.35(c))
Function	To effectively deal with applications for Building and Demolition Permits as provided by: 1. Part 2, Divisions 1-4 and Part 6 Division 4 of the <i>Building Act 2011</i> ; and 2. Part 3 of the <i>Building Regulations 2012</i> .
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Date adopted	27 September 2011
Adoption references	Minute G.35/9/11, 27 September 2011 (Date of effect : 2 April 2012 - Proclamation of Building Act 2011)

Delegation	DA-BUI 02 Occupancy Permits and Building Approval Certificates
Category	Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) & (3) Delegation by local government
Express power or duty delegated	<i>Building Act 2011:</i> s. 55 Further Information s. 58 Grant of occupancy permit, building approval certificate 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 s. 62 Conditions imposed by permit authority s. 65 Extension of period of duration <i>Building Regulations 2012:</i> r. 40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Function	To effectively deal with applications for Occupancy Certificate Permit and Building Approval Certificate as required under Part 4, Division 3 of the Building Act 2011 and Regulation 40 of the Building Regulations 2012.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	Nil
Date adopted	27 September 2011
Adoption references	Minute G.35/9/11, 27 September 2011 (Date of effect : 2 April 2012 - Proclamation of Building Act 2011)

Delegation	DA-BUI 03 Building Orders
Category	Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) & (3) Delegation by local government
Express power or duty delegated	<i>Building Act 2011:</i> s. 88 Finishes of walls close to boundaries s. 110 Building Orders s. 111 Notice of proposed building order other than building order (emergency) s. 114 Service of building order s. 117 Revocation of building order s. 118 Permit authority may give effect to building order if non-compliance
Function	<p>1. Effectively deal with building orders pursuant to Part 8, Division 5 of the <i>Building Act 2011</i> in relation to:</p> <ul style="list-style-type: none"> • Building work • Demolition work • An existing building or incidental structure • Dangerous and neglected buildings <p>2. Specify the way an outward facing side of a close wall must be finished pursuant to section 88 of the <i>Building Act 2011</i>.</p>
Delegates	Chief Executive Officer
Conditions	Council to be notified of Building Orders when it is considered appropriate.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	Nil
Date adopted	27 September 2011
Adoption references	Minute G.35/9/11, 27 September 2011 (Date of effect : 2 April 2012 - Proclamation of Building Act 2011)

Delegation	DA-BUI 04 Smoke Alarms - Alternative Solutions
Category	Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) & (3) Delegation by local government
Express power or duty delegated	<i>Building Regulations 2012:</i> r. 55 Terms used (alternative building solution approval) r. 61 Local government approval of battery powered smoke alarms
Function	<ol style="list-style-type: none"> 1. To approve alternative building solutions which meet the performance requirements of the Building Code relating to fire detection and early warning. 2. To approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval.
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	N/A
Date adopted	22 May 2018
Adoption references	Minute G.18/5/18, 22 May 2018

Delegation	DA-BUI 05 Private Swimming Pool Safety Barriers
Category	Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) & (3) Delegation by local government
Express power or duty delegated	<i>Building Regulations 2012:</i> r. 51(2), (3), (5) Approvals by permit authority
Function	<p>1. To approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children to the swimming pool as effectively as if there were compliance with Australian Standard (AS) 1926.1.</p> <p>2. To approve a door for the purpose of compliance with AS 1926.1, where a fence or barrier would cause significant problem of a structural nature or a significant problem of any other nature the cause of which is not in the control of the owner/occupier, or the pool is totally enclosed by a building or in the opinion of the City a fence or barrier between the building and pool would create a significant access problem for a person with a disability.</p> <p>3. To approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement.</p>
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Date adopted	22 May 2018
Adoption references	Minute G.18/5/18

Delegation	DA-CMS 03 Cat Act 2011
Category	Community Services
Delegator	Council
Express power to delegate	<i>Cat Act 2011:</i> s. 44 Delegation by local government
Express power or duty delegated	<p><i>Cat Act 2011:</i> s. 9 Registration s. 10 Cancellation of Registration s. 11 Registration numbers, certificates and tags s. 13 Notice to be given of certain decisions under Part 2, Division 1, Subdivision 2 s. 26 Cat control notice may be given to cat owner s. 37 Approval to breed cats s. 38 Cancellation of approval to breed cats s. 40 Notice to be given of certain decisions made under Part 3, Division 4, Subdivision 2 s. 64 Extension of time s. 65 Withdrawal of notice</p> <p><i>Cat Regulations 2012:</i> Schedule 3, cl. 1(4) Reduce or Waive Fees</p> <p><i>Cat (Uniform Local Provisions) Regulations 2013:</i> r. 8 Application to keep additional number of cats r. 9 Grant or Refuse application to keep additional number of cats</p>
Function	<p>To carry out the powers or discharge of any of the duties of Council pursuant to the <i>Cat Act 2011</i>, <i>Cat Regulations 2012</i> and the <i>Cat (Uniform Local Provisions) Regulations 2013</i> including but not limited to:</p> <ol style="list-style-type: none"> 1. Grant, refuse to grant or renew or refuse the registration of a cat. 2. Cancel the registration of a cat. 3. Allot a registration number to a cat, provide cat registration certificate and registration tag. 4. Providing notice of decisions relating to the refusal to grant or renew the registration of a cat, or cancel the registration of a cat. 5. Granting approval to breed cats. 6. Cancelling the approval to breed cats. 7. Providing notice of decisions relating to the refusal to approve, renew the approval or cancel the approval of a person to breed cats. 8. Extending the period a modified penalty is to be paid. 9. Withdrawing an infringement notice. 7.10. Reducing or waiving the registration fees in respect or any individual cat or any class of cat within the district. 8.11. Granting or refusing an application to keep additional number of cats.
Delegates	Chief Executive Officer
Conditions	1. Functions under s 64 or s 65 of the Act cannot be sub-delegated.

Statutory framework	<p><i>Cat Act 2011</i> <i>Cat Regulations 2012</i> <i>Cat (Uniform Local Provisions) Regulations 2013</i> <i>Cat Act 2011:</i></p> <p>s.79 – This delegation does not permit any of the delegates to perform the function of making local laws. s.80 – This delegation does not permit any of the delegates to perform the function of seeking the Governor’s approval to make a local law under the Cat Act 2011 that applies outside its district.</p>
Date adopted	<p>24 September 2013</p>
Adoption references	<p>Minute G.30/9/13</p>

Delegation	DA-CMS 04 Dog Act 1976
Category	Community Services
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s. 10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s. 10A Payments to veterinary surgeon – cost of sterilisation s. 11(1) Staff and services – dog management facility s. 15(4A) and (4B) Registration periods and fees s. 16(3) Registration procedure s. 17(4) and (6) Refusal or cancellation of registration s. 17A Notice if no application for registration made s. 19 Refund of fee on cancellation s. 26 Keeping of dogs – Limitation as to numbers s. 27 Licensing of approved kennel establishments s. 29(11) Seized dogs -Power of disposal and sale s. 33E Individual dog may be declared to be dangerous dog (declared) s. 33F Owner to be notified of making a declaration - consider objections s. 33G(4) Seizure and destruction s. 33H Local government may revoke declaration to destroy s. 33M Local government expenses to be recoverable

Function	<p>To carry out the powers or discharge of any of the duties of the <i>Dog Act 1976</i> including but not limited to:</p> <p>a.) Making payments to registered veterinary surgeons towards the cost of sterilisation of a dog owned by an eligible person where the eligible person is the registered owner of the dog and is suffering financial hardship.</p> <p>b.) Establishing and maintaining a dog management facility.</p> <p>c.) Directing registration officers to refuse or cancel the registration of a dog for one or any of the following reasons;</p> <ul style="list-style-type: none"> • The owner has been convicted, or has paid a modified penalty, within the previous 3 years in respect of 2 or more offences against the <i>Dog Act 1976</i>, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or • The dog in question has been shown to the satisfaction of the local government to be destructive, unduly mischievous, or to be suffering from a contagious or infectious disease; or • The local government is not satisfied that the dog is, or will be, effectively confined in or at premises where the dog is, or will be, ordinarily kept; or • The dog is required to be micro-chipped but is not micro-chipped; or • The dog is a dangerous dog. <p>d.) Giving notice that a dog cannot be registered</p> <p>e.) Discounting or waiving the registration fees for any individual dog or any class of dogs within the district under prescribed conditions. This option does not apply to dangerous dogs.</p> <p>f.) Refunding proportionate registration fees of a dog that has had its registration cancelled.</p> <p>g.) Making application to a Justice of the Peace for an order to seize a dog that has had its registration refused or cancelled.</p> <p>h.) Determining an application to keep more than the prescribed 2 dogs over 3 months of age.</p> <p>i.) Grant, refuse to grant or cancel a licence to operate an approved kennel establishment.</p> <p>j.) Dispose of or sell dogs which are liable to be destroyed.</p> <p>k.) Consider objections.</p> <p>l.) Recover expenses.</p> <p>m.) Declaring a dog dangerous as a result of its aggressive behaviour.</p> <p>n.) Receiving a request from an owner to review a seizure and destruction notice of a dangerous dog.</p> <p>o.) Revoking a declaration of a dangerous dog or proposal to destroy a dangerous dog.</p>
Delegates	Chief Executive Officer
Conditions	<ol style="list-style-type: none"> 1. The Chief Executive Officer (CEO) has authority to sub delegate all the powers and duties in this delegation to any person who the CEO determines is suitably capable of exercising the relevant powers and duties. 2. Proceeds from the sale of dogs sold under s. 29(11) are to be paid into the City of Mandurah Municipal Fund. 3. Under s. 11(1) the establishment of a dog management facility is limited to the CEO and must not be delegated.
Statutory framework	<p><i>Dog Act 1976:</i></p> <p>s. 10AA – The Council must give express authority to sub delegate any power under the Act</p> <p>s. 31 – This delegation does not permit the delegate to designate dog prohibited areas, dog exercise area, dog on leash area</p> <p>s. 49 – This delegation does not permit the delegate to perform the function of making local laws</p>
Date adopted	28 October 2014

Adoption references	Minute G.31/10/14
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Delegation	DA CNP 02 Disposing of Property
Category	Council Properties
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s. 5.42 Delegation by local government s.5.43 Limitations on delegations to the CEO</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> s. 3.58 Disposing of property under this section.</p> <p>s. 3.18(1) Disposing of property, not covered by s. 3.58, in order to perform the necessary functions under the <i>Local Government Act 1995</i>.</p>
Function	<p>1. Authority to determine the method of disposal and dispose of property to:</p> <p>a) the highest bidder at public auction s.3.58(2)(a); or b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender s.3.58(2)(b).</p> <p>2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and where required prior to the disposal, to consider any submissions received following the giving of public notice s.3.58(3).</p>
Delegates	Chief Executive Officer
Conditions	<p>Disposal of the land (lease and license)</p> <p>The following conditions relate to the disposition of land by lease or license:</p> <ol style="list-style-type: none"> 1. Approve and determine the appropriate method to dispose of property in accordance with s3.58 of the Local Government Act 1995. 2. Disposal of land is limited to: <ul style="list-style-type: none"> • Matters specified in the Annual Budget or in any other case, requires a specific resolution of Council; and or • Disposal of land is limited to a maximum value of \$150,000 (including options); and • Satisfies the conditions below: <p><u>Lease & Licence – Reg 30 Exempt Entities</u></p> <ul style="list-style-type: none"> • The term and options to extend the term does not exceed a total of 5 years; • Cannot exceed the lease period that the City holds the head lease for, if applicable; • No breach of the current agreement has occurred; and • The conditions of the lease or licence is consistent with standard leasing practices of the City. <p><u>Licence - Commercial Entities</u></p> <ul style="list-style-type: none"> • The licence term is less than 3 years;

	<ul style="list-style-type: none"> • Cannot exceed the licence period that the City holds the head licence for, if applicable; • Rent aligns with current independent market valuation carried out no more than 2 years from the proposed licence commencement date; and • The licence conditions are consistent with standard leasing and licencing practices with the City. <p>Note: This only applies to licences for commercial entities. All leases for commercial entities must be approved by Council.</p> <p><u>Assignment of Leases/Licences</u></p> <ul style="list-style-type: none"> • The assignee continues to meet all terms and conditions of the current lease/licence; • No extension nor variation of the lease/licence is available; • Relevant checks are conducted confirming the new business has no bankruptcy listed against the directors, or any court action pending; and • The lease/licence is currently not in breach. <p><u>Sublease/ Sublicence (where the City is the sublessor or sublicensor)</u></p> <ul style="list-style-type: none"> • The head lessee/licensee remains fully responsible for terms and conditions of head lease/licence, • The purpose of the sublease/ sublicence is consistent with purpose or similar purpose of the head lease/licence; and • Term of sublease/sublicence does not exceed head lease/licence. <p>Disposition other than land</p> <p>The following conditions relate to the disposition of property (other than land) may be undertaken:</p> <ul style="list-style-type: none"> • Where the market value of the property is determined as being less than \$20,000 (F&G r.30(3) excluding disposal); or • Its market value is less than \$20 000; or the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000; and • Council has resolved to dispose of property via Council resolution or in the Adopted Budget; 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; and • Must be in accordance with Council and City policies and procedures.
Statutory framework	<p><i>Local Government Act 1995:</i> s.3.58 Disposing of Property s3.18 General Functions</p> <p><i>Local Government (Functions and General) Regulations 1966:</i> r. 30 Disposing of property exempt from s. 3.58</p>
Date adopted	25 June 2019
Adoption references	Minute G.18/6/1

Delegation	DA-CPM 02 Invite Expressions of Interests and Tenders
Category	Corporate Management
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i> • s.3.57 Tenders for providing goods and services</p> <p><i>Local Government (Functions and General) Regulations 1996:</i> <u>Expressions of interest:</u> r.21 Limiting who can tender, procedure for</p> <p><u>Tenders:</u> r.11(1), r.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 excluding 14(5)</p>
Function	<p>Authority to:</p> <ol style="list-style-type: none"> 1. Determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services r.21 2. Call tenders r.11(1). 3. Invite tenders although not required to do so r.13. 4. Determine in writing, before tenders are called, the criteria for acceptance of tenders r.14(2a).
Delegates	Chief Executive Officer
Conditions	<p>Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the financial year prior to the adoption of a new Annual Budget where:</p> <ol style="list-style-type: none"> I. the proposed goods or services are required to fulfil a routine contract related to the day to day operations of the City; or II. a current supply contract expiry is imminent; and III. the value of the proposed new contract has been included in the Long-Term Financial Plan; and IV. the tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council.

Statutory framework	<p><i>Local Government Act 1995</i> s. 3.57 <i>Local Government (Functions and General) Regulations 1996</i> Division 2</p>
Policy	<p>POL-CPM 02 Procurement POL-CPM 01 Regional Price Preference</p>
Date adopted	29 January 2008
Adoption references	Minute G.33/1/08,

Delegation	DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders; Variation Before Contract
Category	Corporate Management
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO</p>
Express power or duty delegated	<p>Part 4 of the <i>Local Government (Functions and General) Regulations 1996:</i></p> <ul style="list-style-type: none"> • Regulation 18 Rejecting and accepting tenders • Regulation 23 Rejecting and accepting expressions of interest to be an acceptable tenderer • Regulation 20(1), (2), (3) Variation of requirements before entry into contract
Function	<ol style="list-style-type: none"> 1. To determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender r.18(2). 2. To evaluate tenders, by written evaluation, and decide which is the most advantageous r.18(4). 3. To decline to accept any tender r.18(5). 4. To accept another tender where within 6-months of either accepting a tender, a contract has not been entered into OR the successful tenderer agrees to terminate the contract r.18(6) & (7). 5. To consider Expressions of Interest which have not been rejected and determine those capable of satisfactorily supplying the goods and services for listing as acceptable tenders r.23. 6. 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 r.20(1) and (3).
Delegates	Chief Executive Officer
Conditions	<ol style="list-style-type: none"> 1. The following functions are delegated to the CEO only and must not be sub delegated: <ul style="list-style-type: none"> • To evaluate tenders, by written evaluation, and decide which is the most advantageous. • To decline to accept any tender. • To accept another tender where within 6-months of either accepting a tender, a contract has not been entered into OR the successful tenderer agrees to terminate the contract. • To consider Expressions of Interest which have not been rejected and determine those capable of satisfactorily supplying the goods and services for listing as acceptable tenders. 2. CEO is delegated to accept or decline to accept any tenders where the consideration is. or is
Statutory framework	<p><i>Local Government Act 1995</i> s. 3.57 <i>Local Government (Functions and General) Regulations 1996</i> Division 2</p>

Policy	POL-CPM 02 Procurement POL-CPM 01 Regional Price Preference
Date adopted	29 January 2008
Adoption references	Minute G.33/1/08

Delegation	DA-CPM 05 Varying Contracts and Exercising Contract Extension Options
Category	Corporate Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	Part 4 of the Local Government (Functions and General) Regulations 1996: r.11(2)(j) Exercising contract extension options r.21A Varying a contract for the supply of goods or services
Function	<ol style="list-style-type: none"> 1. Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). 2. Authority to vary a tendered contract, after it has been entered into in accordance with r. 21A
Delegates	Chief Executive Officer
Conditions	<p>The following condition relates to r.21A:</p> <ul style="list-style-type: none"> • where a price increase is requested for a schedule of rates contract, price increases in excess of contract provisions must in be accordance with the Annual Budget and must only be approved by the CEO. <p>Nil.</p>
Statutory framework	<i>Local Government Act 1995</i> s. 3.57 <i>Local Government (Functions and General) Regulations 1996</i> Division 2
Policy	POL-CPM 02 Procurement POL-CPM 01 Regional Price Preference
Date adopted	24 May 2022
Adoption references	Minute G.9/5/22

Delegation	DA-CPM 06 Tenders for Goods and Services – Exempt Procurement
Category	Corporate Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	Part 4 of the <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2) When tenders have to be publicly invited (exemptions)
Function	<ol style="list-style-type: none"> 1. Authority to undertake tender exempt procurement 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 r.11(2)(f)
Delegates	Chief Executive Officer
Conditions	<ol style="list-style-type: none"> 1. The power and duties of the CEO under regulation 11(2)(f) and regulation 11(2)(ja) cannot be subdelegated. 2. Tender exempt procurement under r.11(2)(f) may only be approved where a record is retained that evidences: <ol style="list-style-type: none"> 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; and iv. rationale for why the supply is unique and cannot be sourced through other suppliers. <p>3. Tender exempt procurement under r.11(2)(ja) may only be approved where a record is retained that evidences:</p> <ol style="list-style-type: none"> i. a satisfactory performance review being undertaken; and ii. that the procurement is included in Council's annual Budget.
Statutory framework	Local Government Act 1995 s. 3.57 Local Government (Functions and General) Regulations 1996 Division 2
Policy	POL-CPM 02 Procurement POL-CPM 01 Regional Price Preference
Date adopted	24 May 2022
Adoption references	Minute G.9/5/22

Delegation	DA-EMS 01 Bush Fires Act 1954 - Variations to Burning Times
Category	Emergency Services
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s. 17(10) and s. 18(5C) Delegation from local government to Mayor and Chief Bush Fire Control Officer
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s. 17(7) and (8) Variation to prohibited burning times s. 18(5) and (5C) Variation to restricted burning times
Function	To carry out the powers and duties of the <i>Bush Fires Act 1954</i> with respect to variations of the restricted or prohibited burning times.
Delegates	Chief Bush Fire Control Officer Mayor
Conditions	<p><i>* When the Mayor and the Chief Bush Fire Control Officer exercise this power and duty it is to be carried out jointly.</i></p> <p>Delegates must request that the Executive Manager Development and Compliance and Coordinator Ranger Services report quarterly on any recommendations relevant to this delegation.</p>
Statutory framework	<i>Bush Fires Act 1954:</i> s.48 Delegated power cannot be subdelegated s. 17 and s. 18 How variation made
Policy	Nil
Date adopted	29 January 2008
Adoption references	Minute G.33/1/08

Delegation	DA-EMS 02 Bush Fires Act 1954 - General
Category	Emergency Services
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s. 48 Delegation by local government to CEO
Express power or duty delegated	All powers and duties of the local government under the <i>Bush Fires Act 1954</i> and the <i>Bush Fires Regulations 1954</i> , except as set out in the conditions of this delegation.
Function	Undertake the performance of any of the functions under the Bush Fires Act 1954, including but not limited to: <ol style="list-style-type: none"> 1. Insuring certain persons for injury caused while engaged in normal brigade activities. 2. Appointing bush fire control officers. 3. Issuing directions to a bush fire control officer to burn bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the City of Mandurah. 4. Placing further restrictions on the burning of garden refuse.
Delegates	Chief Executive Officer
Conditions	This delegation excludes any powers or duties under the <i>Bush Fires Act 1954</i> that require a resolution by Council including the power to make local laws under section 62. This delegation must be exercised in accordance with any relevant Council Policy, that may be in force from time to time.
Statutory framework	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i> <i>Bush Fires (Infringement) Regulations 1978</i>
Policy	POL-EMS 01 Bush Fire Prevention and Control Policy
Date adopted	29 January 2008
Adoption references	Minute G.33/1/08

Delegation	DA-EMS 03 Bush Fires Act 1954 - Prosecution
Category	Emergency Services
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s 59(3) Prosecution of offences
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s 59 Prosecution of offences s 59A(2), (3) and (5) Alternative Procedure – infringement notices
Function	Undertake the performance of any of the functions under s59 and certain functions under s59A of the Bush Fires Act 1954 including but not limited to: <ul style="list-style-type: none"> • Institute proceedings under the Act. • Issue infringement notices under the Act. • Withdraw infringement notices under the Act.
Delegates	Chief Executive Officer Coordinator Ranger Services Director Business Services Executive Manager Development and Compliance Ranger Senior Ranger
Conditions	Director Business Services, Executive Manager Development and Compliance and Coordinator Ranger Services are authorised for the purposes of s59 and s59A(5) only. Senior Ranger and Ranger are authorised for the purposes of s59(3) and s59A(2) only with the written approval of the Chief Executive Officer.
Statutory framework	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i>
Date adopted	25 May 2021
Adoption references	Council Minute G.6/5/21

Delegation	DA-FCM 02 Payments from Municipal Funds or Trust Funds
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to the CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s.6.10(d) Financial management regulations <i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund
Function	To make payments from the Municipal Fund or the Trust Funds in accordance with Regulation 12 of the Local Government (Financial Management) Regulations 1996.
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	Regulation 12 of the <i>Local Government (Financial Management) Regulations 1996</i> <i>Sections 5.42, 5.44 and 6.10(d) of the Local Government Act 1995</i>
Policy	Nil
Date adopted	21 August 2001
Adoption references	Minute: G.46/8/01

Delegation	DA-FCM 03 Investment of Funds
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation by local government
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 6.14 Power to invest
Function	Invest funds in accordance with Section 6.14 of the <i>Local Government Act 1995</i> and the policies and guidelines established from time to time by Council.
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Local Government Act 1995:</i> s. 6.14
Policy	POL-FCM 02 - Finance Investment
Date adopted	19 September 2006
Adoption references	Minute G.40/9/06

Delegation	DA-FCM 04 Non-Rateable Status for Land
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 6.76(4) and (5) Grounds of objections
Function	To consider an objection to a rate record and either allow or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person to whom made the objection. To extend the time for a person to make an objection to a rate record.
Delegates	Chief Executive Officer
Conditions	Where the delegation is exercised in respect of a new application for land used in accordance with section 6.26(2)(g), non- rateable status may only be granted where the annual value of general rates does not exceed \$20,000. Where the delegation is exercised in respect of a renewal of non-rateable status, there are no conditions or financial limits imposed on the delegate.
Statutory framework	<i>Local Government Act 1995:</i> s. 6.26 Rateable Land s. 6.76 Grounds of objections
Policy	Nil
Date adopted	15 January 2013
Adoption references	Minute G.15/1/13

Delegation	DA-FCM 06 Defer, Grant Concessions for, or Waive Fees or Write off Debts
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 6.12 Power to defer, grant concessions, waive or write off debts
Function	Defer, waive or grant concessions in relation to fees, or write off debts in relation to the following matters: <ul style="list-style-type: none"> • Abandoned Vehicles • Food Premises • Impounded Animals • Impounded/Seized Trolleys and Signs • Hire Fees for Community Halls, Pavilions, Public Open Space, Sports Flood Lighting and other hire fees including serviced recreation facilities and libraries. • Planning, Health and Building Service and Application Fees • General Debts
Delegates	Chief Executive Officer
Conditions	<p>This delegation is subject to section 6.12(2) of the <i>Local Government Act 1995</i>, which specifies that a local government cannot grant a waiver or concession for a rate or service charge.</p> <p>The suspension of interest of rates may only be waived for a maximum term of 12 months and in accordance with Council and CEO policies, and procedures.</p> <p>A waiver, write off, deferment or concession given under this delegation may only be granted to a maximum value of \$100,000 per occurrence, except where the decision is due to an administrative error having been made by the City of Mandurah.</p>
Statutory framework	<i>Local Government Act 1995:</i> s. 6.12 <i>Local Government (Financial Management) Regulations 1996:</i> 19AA cannot waive or grant concession in relation to amounts owed under the <i>Local Government (Administration) Regulations 1996</i> , r. 34AE.
Policy	POL-FCM 08 Collection of Overdue Debts
Date adopted	25 June 2019
Adoption references	Minute G.18/6/19,

Delegation	DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s6.49. Agreement as to payment of rates and service charges
Function	Accept an alternative payment of a rate or service charge or other debtor due and payable by a person, in accordance with an agreement made with the person.
Delegates	Chief Executive Officer
Conditions	The conditions are in accordance with the relevant and current Council Policies and work procedures.
Statutory framework	<i>Local Government Act 1995</i>
Policy	POL-FCM 08 Collection of Overdue Debts
Date adopted	25 February 2020
Adoption references	G.14/2/20

Delegation	DA-GVN 06 Revoking Suspension of Decisions under Objection
Category	Governance
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s 9.9(1)(b) Decision not to suspend the effect of a decision the subject of an objection under Part 9 of the Act
Function	To decide that the effect of a decision the subject of an objection should not be suspended.
Delegates	Chief Executive Officer
Conditions	The CEO can only exercise this power if they consider that: (a) there are urgent reasons why the effect of the decision should not be suspended; or (b) suspension of the effect of the decision is reasonably likely to endanger the safety of any person, cause damage to property, or to create a serious public nuisance.
Statutory framework	<i>Local Government Act 1995</i> , Part 9 Objections
Date adopted	25 May 2021
Adoption references	Council Minute G.6/5/21 - 25 May 2021

Delegation	DA-LOC 01 Trading Permits
Category	Local Laws
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to the CEO
Express power or duty delegated	<i>Local Government Property and Public Places Local Law 2016:</i> All powers and duties under Part 12 – Permits, in relation to Trading Permits
Function	1. To determine a Trading Permit application; or 2. Cancel, suspend or vary an approved Permit;
Delegates	Chief Executive Officer
Conditions	In accordance with the relevant Council Local Law and associated policy or guidelines.
Statutory framework	<i>Local Government Property and Public Places Local Law 2016</i>
Policy	Trading Permit Guidelines
Date adopted	12 December 2001
Adoption references	Minute G.23/12/01,

Delegation	DA-LOC 02 Alfresco Dining Permits
Category	Local Laws
Delegator	Council
Express power to delegate	<i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Property and Public Places Local Law:</i> All powers and duties of the local government under Part 11 and Part 12 in relation to Alfresco Dining Permits.
Function	To approve or refuse alfresco dining permits.
Delegates	Chief Executive Officer
Conditions	In accordance with the relevant provisions of the City's local laws and any associated policy or guidelines that support the assessment of alfresco permits.
Statutory framework	<i>Local Government Act 1995</i> <i>Local Government Property and Public Places Local Law</i>
Date adopted	21 July 2009
Adoption references	Council Minute G.38/7/09

Delegation	DA-LOC 03 City of Mandurah Local Laws – Administration
Category	Local Laws
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> Section 3.18 – Performing executive functions under: <i>City of Mandurah Environment and Nuisance Local Law 2010</i> <i>City of Mandurah Cat Local Law 2019</i> <i>City of Mandurah Dog Local Law 2010</i> <i>City of Mandurah Health Local Law 1996</i> <i>City of Mandurah Local Government Property and Public Places Local Law 2016</i> <i>City of Mandurah Bush Fire Brigades Local Law 2010</i> <i>City of Mandurah Cemeteries Local Law 2010</i> <i>City of Mandurah Fencing Local Law 2015</i> <i>Jetties Waterways and Marina Local Law 2010</i> <i>Parking and Parking Facilities Local Law 2015</i> <i>Waste Management Local Law 2010</i> <i>City of Mandurah Blasting, Quarry and Excavations Consolidated Local Low</i> <i>City of Mandurah Enforcement of Local Laws Consolidated Local Law</i> <i>City of Mandurah Objections and Appeals and Miscellaneous Consolidated Local Law</i> <i>City of Mandurah Buildings Consolidated Local Law</i>
Function	Authority to: <ul style="list-style-type: none"> 1. Administer and enforce 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 local government under the City's Local Laws and the authority to subdelegate this function. 2. — Appoint authorised officers to perform functions under the City's Local Laws.
Delegates	Chief Executive Officer
Conditions	The delegation may only be exercised in accordance with the relevant Council Local Law and associated policy or guidelines in force at the time
Statutory framework	<i>Local Government Act 1995:</i> Section 3.18(1)
Date adopted	24 May 2022
Adoption references	Council Minute G.9/5/22

Delegation	DA-LUP 01 Private Works on, over or under Public Places
Category	Land Use and Planning
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> Regulation 17 (3) and (5) Private works on, over, or under public places – Sch.9.1 cl.
Function	1. 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 r.17(3).
Delegates	Chief Executive Officer
Conditions	<ol style="list-style-type: none"> 1. Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996. 2. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> 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. v. Where appropriate, a dilapidation survey may be requested.
Statutory framework	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> – prescribe applicable statutory procedures
Date adopted	24 May 2022
Adoption references	Council Minute G.9/5/22

Delegation	DA-LUP 02 Public Thoroughfare – Dangerous Excavations
Category	Land Use and Planning
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Function	<ol style="list-style-type: none"> 1. 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 r.11(1). 2. 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 r.11(4). 3. Impose conditions on granting permission r.11(6). 4. Renew a permission granted or vary at any time, any condition imposed on a permission granted r.11(8).
Delegates	Chief Executive Officer
Conditions	<ol style="list-style-type: none"> 1. Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996. 2. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> 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.
Statutory framework	<p>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</p> <p><i>Local Government (Uniform Local Provisions) Regulations 1996</i> – prescribe applicable statutory procedures</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i></p>
Date adopted	24 May 2022
Adoption references	Council Minute G.9/5/22

Delegation	DA-LUP 03 Obstruction of Footpaths and Thoroughfares
Category	Land Use and Planning
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO</p>
Express power or duty delegated	<p><i>Local Government (Uniform Local Provisions) Regulations 1996:</i> 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)</p>
Function	<p>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:</p> <p>a. prevent damage to the footpath; or</p> <p>b. prevent inconvenience to the public or danger from falling materials r.5(2).</p> <p>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 r.6(2) and (4).</p> <p>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)].</p> <p>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 r.7A.</p> <p>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 r.7.</p>
Delegates	Chief Executive Officer
Conditions	<p>1. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>.</p> <p>2. Permission may only be granted where, the proponent has:</p> <p>i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction.</p> <p>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.</p> <p>iii. Provided evidence of sufficient Public Liability Insurance.</p> <p>iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.</p>

Statutory framework	<p><i>Local Government (Uniform Local Provisions) Regulations 1996</i></p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i></p> <p><i>Local Government Property and Public Places Local Law 2016</i></p>
Date adopted	<p>24 May 2022</p>
Adoption references	<p>Council Minute G.9/5/22</p>

Delegation	DA-LUP 04 Crossing – Construction, Repair and Removal
Category	Land Use and Planning
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> 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	<ol style="list-style-type: none"> 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 - r12(1). 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government - r12(1)(a). 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing - 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 - r.13(2).
Delegates	Chief Executive Officer
Conditions	Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>
Statutory framework	<i>Local Government Act 1995</i> <i>Local Government (Uniform Local Provisions) Regulations 1996</i> <i>Local Government Property and Public Places Local Law 2016</i>
Date adopted	24 May 2022
Adoption references	Council Minute G.9/5/22

Delegation	DA-LWE 01 Prosecutions/Recovery of Unpaid Rates, Service Charges, Fees and Charges
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO</p> <p><i>Building Act 2011:</i> s. 127(6A)</p>
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 6.56 and 6.64 Rates and Service Charges Unpaid
Function	<p>Serve a notice, or undertake legal proceedings or prosecutions for any breach, offence or claim for which it is the duty of the local government to enforce in relation to:</p> <ul style="list-style-type: none"> unpaid rates or service charges, or other fees and charges under the <i>Local Government Act 1995</i> and associated Regulations <p>Lodge or remove a caveat in relation to land for which rates and service charges are unpaid.</p> <p>Delegates will use best endeavours to resolve specific issues through mediation and other means. Legal proceedings will only be initiated where necessary to resolve each specific matter dependant on the nature of the breach. offence or claim.</p>
Delegates	Chief Executive Officer
Conditions	<ol style="list-style-type: none"> If in the opinion of the CEO or a subdelegated officer, the situation warrants it, the initiation of the prosecution will be referred to Council for approval. For legal proceedings relating to recovery of rates or services charges unpaid, the conditions are in accordance with the Council Policy.
Statutory framework	<i>Local Government Act 1995</i>
Policy	POL-FCM 08 Collection of Overdue Debts
Date adopted	17 March 2009
Adoption references	Minute G.26/03/09

Delegation	DA-LWE 02 Directions in Relation to Development Matters
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Planning and Development Act 2005:</i> s. 214 (2), (3) and (5) Illegal development, responsible authority's powers
Function	To issue a direction to a person contravening section 214 of the <i>Planning and Development Act 2005</i> .
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Planning and Development Act 2005</i>
Date adopted	5 January 2010
Adoption references	Council Approval - 5 January 2010

Delegation	DA-LWE 03 Action, notices, proceedings, prosecutions and withdrawals – any other written law
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	Local Government Act 1995: s.5.42 Delegation of some powers and duties to CEO As determined by the Act under which the function to be performed.
Express power or duty delegated	The exercise of any powers, the enforcement of any statutory provisions or the protection of any legal interests under any other written law which includes any Council Local Law but does not include the Local Government Act 1995 or its subsidiary legislation.
Function	The taking of any action, serving or withdrawal of a notice or otherwise, commencement of legal proceedings or prosecutions on behalf of the City of Mandurah.
Delegates	Chief Executive Officer
Conditions	The Act under which the function is to be performed has express power to delegate the function. Any conditions or requirements of performing the function are as determined by the Act under which the function is to be performed.
Statutory framework	Local Government Act 1995 City of Mandurah Local Laws
Policy	City of Mandurah Prosecution Guidelines
Date adopted	23 August 2022
Adoption references	G.7/8/22 New delegation adopted by Council

Delegation	DA-LWE 06 Disposal of Impounded Goods/Vehicles
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	Local government Act 1995: s. 3.46 Goods may be held until costs paid s. 3.47 Confiscated or uncollected goods, disposal of s. 3.40A (4) Abandoned vehicle wreck may be taken 3.48 Impounding expenses, recovery of
Function	<ol style="list-style-type: none"> 1. Authority to sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44. 2. Authority declare an impounded vehicle an abandoned vehicle wreck in accordance with the provision of section 3.40A. 3. Authority to sell or otherwise dispose of any vehicle that has not been collected within two (2) months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned wreck. 4. Authority to refuse to allow impounded goods to be collected until the costs of removing, impounding and keeping them have been paid to the local government. 5. Authority to recover expenses incurred from removing, impounding, and disposing of confiscated or uncollected goods in accordance with section 3.48.
Delegates	Chief Executive Officer
Conditions	Money received under 3.47(5) must be credited to the City of Mandurah Municipal Fund.
Statutory framework	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996:</i> r. 29A
Date adopted	20 June 2002
Adoption references	Origin - SD 5.2 - 20 June 2002

Delegation	DA-LWE 07 Authorised Officers / Persons
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO</p> <p><i>Building Act 2011:</i> s. 127(1) Delegation by local government</p>
Express power or duty delegated	<p><i>Local Government (Miscellaneous Provisions) Act 1960:</i> s. 449 Appoint Pound Keeper and Ranger</p> <p><i>Building Act 2011:</i> s. 96(3) Designate authorised person</p> <p><i>Building Regulations 2012:</i> r. 70 (1) and (2) Appoint authorised officer and approved officer</p>
Function	Appointing persons/officers or classes of persons/officers as authorised for the purpose of fulfilling prescribed functions under the <i>Local Government (Miscellaneous Provisions) Act 1960</i> , <i>Building Act 2011</i> and <i>Building Regulations 2012</i> .
Delegates	Chief Executive Officer
Conditions	The power to appoint authorised persons, under all legislation referred to in this delegation, cannot be sub delegated.
Statutory framework	<i>Building Regulations 2012:</i> r. 70. Only certain people may be appointed as authorised officer or approved officer – see regulation.
Date adopted	15 July 2008
Adoption references	Council Minute G.30/7/08

Delegation	DA-LWE 09 Graffiti Vandalism
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Graffiti Vandalism Act 2016:</i> s. 16 Delegation by local government s. 17 Delegation by CEO of local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016:</i> s. 18 Notice requiring removal of graffiti s. 19 Additional powers when notice is given s. 24 (1)(b) Decision that notice should not be suspended s. 25 local government graffiti powers on land not local government property s. 28 Notice of entry
Function	To carry out the powers or discharge of any of the duties of the Graffiti Vandalism Act 2016 including but not limited to: <ol style="list-style-type: none"> 1. Issuing notices requiring removal of graffiti. 2. Recover costs for removal of graffiti. 3. Removal of graffiti on land not local government property. 4. Issuing notices of an intended entry onto private land as requested by Council.
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Graffiti Vandalism Act 2016</i>
Policy	POL-CNP 02 Graffiti Vandalism
Date adopted	14 February 2017
Adoption references	Council Minute G.12/2/17

Delegation	DA-LWE 10 Disposal of Sick or Injured Impounded Animals
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO s. 5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 3.47A Sick or injured animals, disposal of s 3.48 Impounding expenses, recovery of
Function	<ol style="list-style-type: none"> 1. Authority to determine when an impounded animal is ill or injured, that treating is not practicable, and to humanely destroy the animal and dispose of the carcass (s3.47A(1)) 2. Authority to recover expenses incurred from removing, impounding, and disposing of confiscated or uncollected goods in accordance with section 3.48.
Delegates	Chief Executive Officer
Conditions	Delegation may only be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
Statutory framework	<i>Local Government Act 1995</i>
Date adopted	24 May 2022
Adoption references	Council Minute G.9/5/22

Delegation	DA-PAD 01 Development Applications for Single Houses
Category	Planning and Development
Delegator	Council
Express power to delegate	Local Planning Scheme No 12 Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	<p>All powers and duties of the local government under Part 7, 8 and 9 of the Deemed Provisions and State Planning Policy 7.3 (Residential Design Codes Volume 1) ('R-Codes') in respect to Single Houses (*)</p> <p><i>*Note: includes the erection or extension to a single house, including all the matters outlined in items 6 and 7 in the Table found in Schedule 2 clause 61(1) of the Deemed Provisions and items 6A and 7A in Schedule A and clause 61(1) of Local Planning Scheme No 12 which includes an ancillary dwelling, outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool.</i></p>
Function	To undertake the functions including consultation and determination of development applications as required for applications for development approval for single houses, which includes the assessment of proposals against the 'design principles' of the Residential Design Codes as described in the relevant provisions of the R-Codes.
Delegates	Chief Executive Officer
Conditions	<p>1. In making an exercise of judgement under the relevant provisions of the R-Codes, the assessment is to be reviewed by the R-Code Review Group, consisting of no less than 2 of the following officers the:</p> <ul style="list-style-type: none"> • Director Business Services; • Executive Manager Development and Compliance; • City Planner; • Coordinator Statutory Planning and Lands or a Senior Planner; and • Coordinator Building and Compliance or a Senior Building Surveyor. <p>2. Where consultation has been undertaken under the relevant provisions of the R-Codes, any person who has made a submission objecting to the application being notified in writing of the City's intention to approve the application and be provided with a further 7 days in which to provide further comment.</p>
Statutory framework	<i>Local Planning Scheme No 12</i>
Date adopted	12 December 2001
Adoption references	Council Minute G.23/12/01

Delegation	DA-PAD 02 Development Application (excluding Single Houses)
Category	Planning and Development
Delegator	Council
Express power to delegate	<i>Local Planning Scheme No 12</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under the <i>Local Planning Scheme No 12</i> , necessary to fulfil the Functions as set out below.
Function	To undertake the functions, including consultation, and to determine development applications as required for applications for development approval.
Delegates	Chief Executive Officer
Conditions	<p>This delegation is subject to the following conditions:</p> <ol style="list-style-type: none"> where an application is required to be advertised, due to the proposed development seeking to vary the development standards required under Local Planning Scheme No 12, a structure plan, a precinct structure plan, local development plan or local planning policy, and no submission(s) have been received objecting the proposal in relation to relevant matters except for proposals for Grouped or Multiple Dwelling. where consultation has been undertaken for Grouped or Multiple Dwelling, any person who has made a submission objecting to the application being notified in writing of the City's intention to approve the application and be provided with a further 7 days in which to provide further comment. all applications that require discretionary provisions of a Local Planning Scheme No 12, a structure plan, precinct structure plan, local development plan or local planning policy to be applied are to be reviewed by a Planning Review Group consisting of at least 2 of the following: <ul style="list-style-type: none"> Director Business Services; Executive Manager Development and Compliance; City Planner; Coordinator Statutory Planning and Lands; Senior Planner. <u>prior to the determination of a Change of Use application in a mixed use zone, where the ground floor is proposed to be 'residential', a briefing to Elected Members will be provided.</u>
Statutory framework	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>Local Planning Scheme No 12</i>
Date adopted	12 December 2001
Adoption references	Council Minute G.23/12/01

Delegation	DA-PAD 03 Structure Plans
Category	Planning and Development
Delegator	Council
Express power to delegate	<i>Local Planning Scheme No 12</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All the powers and duties of the local government under Part 4 (Structure Plans) of the Deemed Provisions.
Function	<ol style="list-style-type: none"> 1. To prepare a Structure Plan; 2. Where an application is made for a Structure Plan determine that the information provided is in accordance with clause 17 of the Deemed Provisions and is satisfactory for the purposes of advertising; 3. Determine that an amendment to a Structure Plan is of a minor nature and does not require advertising in accordance with clause 29 of the Deemed Provisions; 4. Provide the Local Government Report to the Western Australian Planning Commission for amendments to an approved Structure Plan for: <ol style="list-style-type: none"> (a) administrative or clarification purposes; or (b) where additional details are required by the approved Structure Plan; or (c) where the amendments do not alter the overall intent and design of the approved Structure Plan; or (d) where amendments are advertised and no relevant submissions are received during the advertising process, unless otherwise 'called in' by two or more Elected Members; <p>in accordance with clause 20 of the Deemed Provisions.</p>
Delegates	Chief Executive Officer
Conditions	Elected Members must be provided with an update.
Statutory framework	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 (Deemed Provisions for Local Planning Schemes) - Part 4 and Part 5
Date adopted	12 December 2001
Adoption references	Council Minute G.23/12/01

Delegation	DA-PAD 04 Local Development Plans
Category	Planning and Development
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under Part 6 of the Deemed Provisions (Local Development Plans).
Function	<ol style="list-style-type: none"> 1. To prepare Local Development Plans, where appropriate. 2. Where an application is made, determine that the information provided is satisfactory for the purposes of advertising in accordance with clause 49 of the Deemed Provisions; 3. Where an application is made, determine that a Local Development Plan does not require advertising in accordance with clause 50(3) of the Deemed Provisions; 4. Where an application is made, determine to approve, modify or refuse the Local Development Plan in accordance with clause 52 of the Deemed Provisions subject to where the plan has been advertised, no submissions have been received on relevant matters that can be considered in making a determination on a Local Development Plan; 5. To extend the period of approval for a Local Development Plan in accordance with clause 57 (3) of the Deemed Provisions; 6. Determine that an amendment is of a minor nature and does not require advertising in accordance with clauses 59(4) of the Deemed Provisions. 7. To extend the period of approval of the Local Development Plan in accordance with
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Planning and Development)Local Planning Schemes) Regulations 2015:</i> Schedule 2 (Deemed Provisions for Local Planning Schemes) Part 6
Date adopted	27 June 2017
Adoption references	Council Minute G.51/6/17

Delegation	DA-PBH 03 Food Act 2008
Category	Public Health
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> s. 118 Functions of enforcement agencies and delegations
Express power or duty delegated	<i>Food Act 2008:</i> s. 65 Prohibition Orders s. 66 Certificate of clearance to be given in certain circumstances s. 67 Request for re-inspection s. 110 Registration of food businesses s. 112 Variation of conditions or cancellation of registration of food business
Function	1. Issue prohibition orders. 2. Clear and remove a prohibition order. 3. Provide written notification not to issue a certificate of clearance. 4. Grant, apply conditions, refuse, vary or cancel registration of a food business.
Delegates	Coordinator Health Services Executive Manager Development and Compliance
Conditions	Nil.
Statutory framework	<i>Food Act 2008</i>
Date adopted	15 December 2009
Adoption references	Council Minute G.45/12/09

Delegation	DA-PBH 04 Food Act 2008 - Appointments
Category	Public Health
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> s. 118 Functions of enforcement agencies and delegation
Express power or duty delegated	<i>Food Act 2008:</i> s. 122 Appointment of authorised officers s. 126(2), (6) and (7) Infringement notices
Function	<ol style="list-style-type: none"> 1. Appoint authorised officers. 2. Appoint designated officers to issue infringement notices. 3. Appoint designated officers to extend payment period for infringement notices or withdraw infringement notices.
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Food Act 2008</i>
Date adopted	15 December 2009
Adoption references	Council Minute G.45/12/09,

Delegation	DA-PBH 10 Public Health Act 2016 - Functions of an Enforcement Agency
Category	Public Health
Delegator	Council
Express power to delegate	<i>Public Health Act 2016:</i> s. 21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016:</i> s. 24 Designation of Authorised Officers s. 280 Commencing proceedings
Function	To exercise the powers or duties conferred or imposed on a local government, as an enforcement agency, under the <i>Public Health Act 2016</i> , relating to: 1. Designating Authorised Officers; 2. Commencing legal proceedings
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Public Health Act 2016</i> s. 21 Limits delegations to either CEO or an authorised officer Division 4 – Authorised Officers
Date adopted	20 December 2016
Adoption references	Minute G.26/12/16 (Date of effect: 24 January 2017 – Implementation of Stage 3)

Delegation	DA-PBH 11 Public Health Act 2016 - Reports by Enforcement Agency
Category	Public Health
Delegator	Council
Express power to delegate	<i>Public Health Act 2016:</i> s. 21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016:</i> s. 22 Reports by and about enforcement agencies
Function	To exercise the powers or duties conferred or imposed on a local government, as an enforcement agency, under the <i>Public Health Act 2016</i> , relating to: 1. Preparing and providing to the Chief Health Officer, the local government's report on the performance of its functions, or a report detailing any proceedings for an offence under the Act.
Delegates	Coordinator Health Services Executive Manager Development and Compliance
Conditions	Nil.
Statutory framework	<i>Public Health Act 2016:</i> s. 21 Limits delegations to either CEO or an authorised officer
Date adopted	23 June 2020
Adoption references	Council Minute G.21/6/20

Delegation	DA-PBH-12 Health (Asbestos) Regulations - Enforcement
Category	Public Health
Delegator	Council
Express power to delegate	<i>Health (Asbestos) Regulations 1992:</i> r 15D(7)
Express power or duty delegated	<i>Health (Asbestos) Regulations 1992:</i> r 15D(5)
Function	Appoint authorised officers and approved officers.
Delegates	Chief Executive Officer
Conditions	The power to appoint authorised officers and approved officers cannot be sub-delegated.
Statutory framework	<i>Health (Asbestos) Regulations 1992</i>
Date adopted	25 May 2021
Adoption references	Council Minute G.6/5/21 - 25 May 2021

Delegation	DA-TFT 01 Parking Administration
Category	Traffic and Transport
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 local government may delegate some powers and duties to the CEO
Express power or duty delegated	<i>City of Mandurah Parking and Parking Facilities Local Law 2015:</i> cl. 3.1 Determination of parking bays and parking stations cl. 4.3 Event parking
Function	<p>1. To constitute, determine or vary parking bays, parking stations and parking areas, including the introduction of parking restrictions, including but not limited to:</p> <ul style="list-style-type: none"> • No Parking; • No Stopping; • Loading Zones; • Accessible parking; • Authorised only parking; • Revoke a parking permit. <p>2. To authorise temporary variations to parking to facilitate events or other required use of a carparking area.</p>
Delegates	Chief Executive Officer
Conditions	<ul style="list-style-type: none"> ▪ This delegation does not include: <ul style="list-style-type: none"> o the introduction or varying of metered zones; and o the introduction of permanent timed parking restrictions in excess of 10 bays. ▪ Delegates must maintain an appropriate register to record all parking restrictions implemented as well as the standard delegated authority reporting which will be made available to Elected Members
Statutory framework	<i>Local Government Act 1995</i> <i>City of Mandurah Parking and Parking Facilities Local Law 2015</i>
Date adopted	17 February 2004
Adoption references	Council Minute G.39/2/04,

Delegation	DA-TFT 02 Closing of Certain Thoroughfares to Vehicles
Category	Traffic and Transport
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 local government may delegate some powers and duties to CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 3.50 Closing certain thoroughfares to vehicles s. 3.50A Partial closure of thoroughfare for repairs or maintenance s. 3.51 Affected owners to be notified of certain proposals
Function	<ol style="list-style-type: none"> 1. To close any thoroughfare that the City manages for the passage of vehicles, wholly or partially, for a period not exceeding four (4) weeks; 2. To close any thoroughfare that the City manages for the passage of vehicles, wholly or partially, for a period exceeding four (4) weeks. 3. To revoke an order to close a thoroughfare; 4. To partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have a significant adverse effect on users of the thoroughfare; 5. To notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land.
Delegates	Chief Executive Officer
Conditions	<p>In respect of Function 1) above: Where practicable to do so, any proposal to close a thoroughfare should be advertised in advance of the closure. Where a thoroughfare is closed without advance public notice, local public notice of the closure is to occur as soon as practicable.</p> <p>In respect of Function 2) above: Prior to a decision being made to close a thoroughfare, local public notice of the intentions and reasons for the closure should be undertaken. In addition, consideration of any submissions received should take place.</p>
Statutory framework	<i>Local Government Act 1995</i> s. 3.50 – 3.51 set out the procedure and legislative requirements which must be followed when closing thoroughfares.
Date adopted	25 May 2010
Adoption references	Council Minute G.28/5/10

3	SUBJECT:	Lease – Mandurah Country Club Inc. - Lot 104 (No. 16) Marsh Place, Halls Head
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	23 May 2023

Summary

Council is requested to approve a lease over 400,040m² (40Ha) of land located at 16 Marsh Place Halls Head, to Mandurah Country Club Inc. (MCC) for an initial term of fifteen (15) years, with a further option term of fifteen (15) years. Annual rent to be set at the community group rate as per the City's Fees and Charges Schedule 2022/2023.

Disclosure of Interest

Nil.

Location

Lot 104 (No. 16) Marsh Place, Halls Head



Previous Relevant Documentation

- G.21/6/99 15 June 1999 Officers sought semi-commercial rent review methodology following valuation for MCC lease
- G.52/9/99 21 September 1999 Arbitration Award determined MCC lease was too vague on methodology to impose rent increase.

- G.58/2/01 20 February 2001 Council resolved to not implement any rent increases for MCC lease
- G30/9/05 6 September 2005 Council resolved that MCC will be bound by the Fees and Charges Policy for the remainder of the lease term.

Background

The MCC lease commenced 1 July 1981 for a term of forty-two (42) years, with the expiry due 30 June 2023. Under the current lease, the MCC is responsible for all maintenance of the lease area, including the greens, trees, hedges, irrigation, recycled wastewater scheme infrastructure, and all improvements (e.g. sheds). MCC is also responsible for all associated outgoings including electricity, water, gas, ESL and relevant insurances. As part of the Seascapes subdivision in the early 2000s, the land of the golf course was part of the public open space calculation of 10% under Western Australian Planning Commission Public Open Space requirements.

Comment

The original 42-year lease between the City and MCC is due to expire on 30 June 2023. The City is proposing to offer MCC a new lease with an initial term of fifteen (15) years, with a further option term of fifteen (15) years. This 15+15yr lease term is consistent with other recreation leases held with the City, noting this lease area is freehold land and therefore not subject to management order term limitations.

Annual rent to be set at the community group rate as per the City's Fees and Charges Schedule 2022/2023 due to their status as an incorporated association under the *Associations Incorporation Act 2015*. This rental amount is currently \$4,890.00 per annum (2022/23).

The standard leasing terms to apply, including public liability insurance for a minimum of \$20million and MCC continuing to be responsible for all maintenance and outgoings as outlined above.

The lease area collectively accounts for the highest concentration of remanent Tuarts and Jarrah trees in the Halls Head area, making this land significant to Halls Head's biodiversity and the area's endemic fauna. City Officers therefore recommend that MCC are subject to annual reporting requirements to the City regarding tree health and maintenance in line with the Tree Management Plan (that will form an annexure to the proposed lease).

Consultation

City Officers have consulted with MCC regarding the new lease proposal and the environmental constraints to be adhered to.

Statutory Environment

Exempt from public notice disposal requirements under section 3.58 of the *Local Government Act 1995*, pursuant to *Local Government (Functions and General) Regulations 1996*, Regulation 30(2)(b):

30. Dispositions of property excluded from Act s. 3.58

(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

(2) A disposition of land is an exempt disposition if —

Or

b) the land is disposed of to a body, whether incorporated or not —

i. the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

- ii. *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;*

Policy Implications

Nil.

Financial Implications

All associated lease costs to be borne by MCC as per the City's community rates under the 2022/2023 Schedule of Fees and Charges:

- Rent \$4,890.00 per annum
- Administration fee \$1,235.00
- Legal fees Charged at cost by City's solicitors

Risk Analysis

Risk to the City is negligible all financial and insurance obligations to be borne and maintained by the tenant.

Strategic Implications

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

Economic:

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

Social:

- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Provide diverse and sustainable places and spaces that enable people to lead an active lifestyle.

Health:

- Provide and facilitate quality community infrastructure that is accessible, and conducive to a healthy, active community.

Environment:

- Protect and manage our local natural environment ensuring our actions don't adversely impact our waterways.

Organisational Excellence:

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

Conclusion

Council is requested to approve a lease over 400,040m² (40Ha) of land located at 16 Marsh Place Halls Head, to Mandurah Country Club Inc. (MCC) for an initial term of fifteen (15) years, with a further option term of fifteen (15) years. Annual rent to be set at the community group rate as per the City's Fees and Charges Schedule 2022/2023.

RECOMMENDATION

That Council:

- 1 Approves the disposal of a lease for 400,040m² land located at Lot 104 (No. 16) Marsh Place Halls Head, to Mandurah Country Club Inc on the following terms:**
 - a. for a term of fifteen (15) years, with an option for a further term of fifteen (15) years**
 - b. with an annual rent in line with the community rates under the City's Schedule of Fees and Charges, currently set at \$4,890 per annum (inc GST) (Price subject to change as per Fees and Charges).**
 - c. Annual reporting requirements demonstrating adherence to the Tree Management Plan annexed to the lease.**
- 2 Authorises the Chief Executive Officer to finalise the conditions of the Lease Agreement.**

4	SUBJECT:	Strategic Community Plan 2020-2040 Major Review
	DIRECTOR:	Strategy & Economic Development
	MEETING:	Council Meeting
	MEETING DATE:	23 May 2023

Summary

Under the Western Australian Government's Integrated Planning and Reporting Framework, all WA Councils are required to periodically review their Strategic Community Plan (Plan), with a desktop review every two years and a full review every four years.

The City of Mandurah's Strategic Community Plan 2020-2040 (SCP) was adopted by Council in March 2020. A desktop review was undertaken and endorsed in May 2022, with a major review, including community engagement, required by June 2024.

To guide the major review and community engagement process, officers have developed a Community Engagement Plan for Council endorsement.

Disclosure of Interest

N/A

Previous Relevant Documentation

- G.10/5/22 May 2022 Council approved proposed minor changes to the Strategic Community Plan 2020-2040, with amendments to objectives 3.5 and 4.3
- G.16/3/20 March 2020 Council approved the City of Mandurah Strategic Community Plan 2020-2040 for adoption and public release.

Background

The City's Strategic Community Plan is the overarching document that links the community's aspirations and priorities with the Council's vision and long term strategy.

In late 2018, the City launched Mandurah Matters, the City's largest community engagement initiative. In order to ensure the outcomes from the initiative were incorporated in our strategic direction, the City undertook a major review of its Strategic Community Plan during the 2019/20 financial year in place of its scheduled desktop review.

The development of the Plan included a renewed long-term visioning process which has led the City's direction and operations over the past three years. The aim of this campaign was to ensure that the community was at the centre of developing the City's long-term future vision.

Since its adoption in 2020, the City has worked towards delivering on the Plan through advocacy and the implementation of new and existing projects and services. The City has also developed and/or is in the process of developing a number of key supporting strategies (e.g. Environmental Strategy, Place Enrichment Strategy, Youth Strategy, Community Safety Strategy, Arts and Culture Strategy etc), all of which include targeted community engagement to support the achievement of community outcomes.

Comment

Given the extent of engagement the City has undertaken with the community in recent years, it is recommended that the upcoming major review involves facilitating a City-wide process, supported by an integrated marketing campaign, aimed at obtaining community input to help

1. Refine the current Strategic Community Plan and ensure recent community feedback is fully integrated into the Plan; and
2. Understand and establish the community's service expectations to determine tangible "Measures of Success" for future progress reporting of the Strategic Community Plan 2024-2044.

The acknowledgement of previous community engagement outcomes and how they have helped to shape Mandurah thus far, will be corroborated and validated before we embark on further stakeholder and community engagement during the second half of 2023.

This engagement initiative will also be utilised to secure community support and awareness of the City's strategic economic goal as part of the new Economic Plan and Transform Mandurah program.

The anticipated timeline to deliver the major review process is as follows:

Month	Activity
May 2023	Council Briefing / Workshop – Strategy Initiation Draft Community Engagement Plan
May 2023	Council Meeting – Council endorsement for Strategic Community Plan 2020-40 Major Review Program
July – Dec 2023	Community Engagement Process
February 2024	Council Briefing / Workshop – Feedback on the draft 20 Year Strategic Community Plan (2024 – 2044)
March 2024	Council Briefing - draft 20 Year Strategic Community Plan (2024 – 2044) Council Meeting – Council approval for advertising of the draft 20 Year Strategic Community Plan (2024 – 2044)
April 2024	Advertising of draft 20 Year Strategic Community Plan (2024 – 2044)
May 2024	Council Meeting – Council endorsement of the 20 Year Strategic Community Plan (2024 – 2044)

The guide and support the community engagement process, officers have developed a Community Engagement Plan for Council's consideration – see Attachment 4.1.

The community engagement process is proposed to be undertaken over a five-month period from July 2023 and delivered in key stages, with each stage building upon the previous one. The following proposed program and timeline is indicative for the development of the SCP (2024-2044);

- Stage 1: Pre-launch - Building the Plan
February - June 2023 (currently underway)
- Stage 2: Launch - Activate Engagement
July - August 2023
- Stage 3: Explore: Wider Engagement
September – November 2023

Stage 4: Act - Analysis and Deliberation Phase
February - March 2024

Stage 5: Commit - Reporting and Feedback
May – June 2024

Consultation

N/A

Statutory Environment

The Western Australian Government's Integrated Planning and Reporting Framework requires the Strategic Community Plan to be reviewed periodically – at a minimum, a desk-top review should be undertaken every two years with a full review and renewed long term visioning process conducted every four years.

Policy Implications

N/A

Financial Implications

Total funding of up to \$110,000 is currently allocated in the City's operating budget to plan, deliver and implement the major review of the Strategic Community Plan.

Risk Analysis

Failure to undertake a major review four years from adoption of the Strategic Community Plan accounts to non-compliance.

Strategic Implications

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

Organisational Excellence:

- Listen to and engage with our community in the decision-making process
- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management
- Ensure that our actions maintain a sustainable balance between economic growth, the environment and social values

Conclusion

Since the introduction of the State Government's Integrated Planning and Reporting Framework (IPRF) in 2010/11, local governments across Western Australian have been required to provide a significant degree of rigour to their long-term strategic planning.

In line with the requirements of the IPRF, the City continues to review / develop its 20 Year Strategic Community Plan. The upcoming review is a full / major review of the Plan, including community engagement.

City Officers have developed a Community Engagement Plan to guide and support the engagement process and this is now being presented to Council for endorsement.

NOTE:

- Refer ***Attachment 4.1 Strategic Community Plan 2020-2040 Major Review – Community Engagement Plan***

RECOMMENDATION

That Council:

1. **Notes the City's statutory responsibility to undertake a major review of the Strategic Community Plan 2020-2040 by June 2024 including community engagement;**
2. **Approves the Strategic Community Plan 2020-2040 Major Review – Community Engagement Plan designed to guide and support the process.**

Community Engagement Plan

ATTACHMENT 4.1

Summary

Project Name: Strategic Community Plan 2020-2040 Major Review

Project Manager: Thamali Wickremanayake

Community Engagement

What level of community engagement will be required?

☒ City wide - High Impact

Roles and Responsibilities

Name	Position	Comments
Elected Members (EM's)	Council	EM's will approve the Community Engagement Plan and will be encouraged to participate, attend workshops / engagement sessions and be actively involved in the process.
Executive Leadership Team (ELT)	Project Steering Group	ELT will endorse the draft Engagement Plan and will be encouraged to participate, attend workshops / engagement sessions and be actively involved in the process.
James Campbell-Sloan	Project Sponsor	Ensure that the project is a success by acting as the champion.
Craig Johnson	Project Director	Secure project funding. Work with the Project Manger to ensure successful delivery.
Brendan Ingle Brett Branchley Tim Hartland Mathew Tapscott Tahlia Jones David Prattent	Project Reference Group	Support and monitor the delivery of the project to ensure outcomes are being achieved. Team will be encouraged to participate, attend workshops / engagement sessions and be actively involved in the process.
Thamali Wickremanayake	Project Manager & Project Administration	Ensure that the project delivers upon its intended outcomes.

Purpose of Engagement

What is the problem/opportunity or decision to be made? Why are we engaging?

The development and review of the Strategic Community Plan (SCP) is a statutory requirement of the State Government's Integrated Planning and Reporting Framework (IPRF). The Local Government Act (Act) requires Local Governments to conduct a minor review to its SCP every two years and a full review every four years to ensure its relevance and responsiveness. The City of Mandurah's (City's) current SCP was adopted by Council in 2020, resulting in a full review of the SCP due in 2024. As part of the legislation, the City is required to consult with the electors and ratepayers.

As a City, we want to ensure:

- the Community's vision, aspirations and service expectations continue to align with the City's strategic direction; and
- our Community participates in the City's decision-making process through engagement in reviewing their 20-year outlook for Mandurah (SCP 2024-2044).

What do you already know about this project/topic? Is there existing data, feedback or evidence you already have?

The City last undertook a major review of its Strategic Community Plan in the 2018/19 financial year to develop the current Strategic Community Plan 2020-2040. With this review we launched one of our largest community engagement projects undertaken, Mandurah Matters. The aim of this campaign was to ensure we had the community at the center of developing our City's future vision via a citizen-led engagement program. The review of the SCP included a renewed long-term visioning process which has led the City's direction and operations over the past three years.

The City of Mandurah engages well and frequently with the community on a number of projects and at various levels. The outcomes of 'what we already know' from previous community engagement projects will be consolidated then validated in the first stage of the planned engagement process. The outcomes of other targeted engagement activities that are delivered during the SCP review period will also be incorporated as appropriate. Recent engagement activities include;

- Transform Mandurah (Focus Area: Economic)
- City Centre Masterplan and Parking Plan (Focus Area: Economic)
- Waterfront Redevelopment (Focus Area: Economic)
- Place Enrichment Strategy (Focus Area: Social)
- Community Safety Survey (Focus Area: Social)
- Arts and Culture Strategy (Focus Area: Social)
- Youth Strategy (Focus Area: Social)
- 2023 Public Health & Wellbeing Plan (Focus: Health)
- Environmental Strategy (Focus Area: Environment)
- Community Perceptions Survey (Focus Area: All)
- City of Mandurah Culture Survey (Focus: Organisational Excellence)

Are there any legislative requirements for consultation?

Engagement activities for this review must meet two key criteria for legislative requirements:

1. at least 500 members of the community need to be engaged; and
2. at least two community engagement mechanisms need to be used.

Engagement Outputs/Outcomes

What is going to be delivered?

No.	Description
1	Facilitation of both qualitative and quantitative engagement activities to assist in the refinement of the communities' values and aspirations against the City's current SCP.
2	Analysis of the engagement activity outcomes to identify any changes or gaps in the current SCP.
3	A report to Council outlining recommended changes to the SCP 2020-2040 that reflect the community's vision and aspirations for Mandurah over the next 20 years.

What is going to be achieved?

No.	Description
1	The community's service expectations with tangible measures of success for future progress reporting of the Plan (Community developed measures of success).
2	Secure community support and awareness of the City's strategic economic goal as part of the new Economic Plan and Transform Mandurah program.
3	An ongoing reference group / community panel for future community engagement activities.

¹Level of Engagement Key

Inform:	Consult:	Involve:	Collaborate:	Empower:
One way communication to provide balanced and objective information to assist understanding about something that is going to happen or has already happened.	Two way communications designed to obtain feedback on ideas, alternatives and proposals to inform our decision making.	Participatory process designed to help identify issues and views to ensure that concerns and aspirations are understood and considered prior to our decision making.	Working together to develop an understanding of all issues and interests, developing options and alternatives together, and identifying preferred solutions for joint decision making and delivery.	To place final decision-making in the hands of the community.

Stakeholder and Community Assessment

Who is affected by, interested in or impacted by this project? Who can influence the outcomes of this engagement process? Who do we need to engage?

Stakeholder	Interest / Impact / Influence	Expectations	IAP Level of Engagement	Key Message	Proposed Tools	Dates
Elected Members	High	The decision-making body for the SCP.	Empower	Ambassadors for the SCP. Encouraged to participate, attend workshops / engagement sessions and be actively involved in the process.	Social media (provide EM's) with a scrip / digital video to use on their social media to encourage constituents to engage. Host a pop-up event per ward. Print media flyer with QR code.	Stages 1 – 5 May 2023 – May 2024
Executive Leadership Group	High	Directors for the SCP and the Project Steering Group.	Collaborate	Endorse the draft Engagement Plan. Encouraged to participate, attend workshops / engagement sessions and be actively involved in the process.	Meet monthly to support the engagement process (internal and external) and oversee the delivery of the project deliverables (along with the Project Sponsor).	Stages 1 – 5 May 2023 – May 2024
Executive Managers	High	Project Reference Group	Collaborate	Ensure cross-organisational engagement and buy-in. Encouraged to participate, attend workshops / engagement sessions and be actively involved in the process.	Regular reporting of engagement activities, key themes developing, outcomes and next steps.	Stages 1 – 5 May 2023 – May 2024
City's employees	High	To be involved in the engagement process, kept up to date throughout the project and to be given the opportunity to provide input and feedback.	Consult & involve	Create awareness of the SCP and how it informs Councils decisions. Motivate to encourage stakeholders and community to share their vision / aspiration for Mandurah over the next 20 years.	CEO brief / digital video message from the Mayor / EM's. Individual team briefings for public facing teams. Employee engagement launch survey (advocate), internal comms & regular updates, QR code print media available in public buildings, phone on hold message, email banner, signage at City buildings and on City IT.	Stages 1-5 June 2023- May 2024

Stakeholder	Interest / Impact / Influence	Expectations	IAP Level of Engagement	Key Message	Proposed Tools	Dates
Local Businesses & Land Owners	High	To be involved in the engagement process, kept up to date throughout the project and to be given the opportunity to provide input and feedback.	Involve	Create awareness of the SCP and how it informs Councils decisions. Focused key engagement, particularly on Mandurah's future economic direction.	State of the City, facilitated local business workshop, digital newsletters, relationship management with grants recipients, QR code print media for place managers engagement. Invitation to facilitated workshops guiding economic direction at a high-level.	Stage 2: July / August 2023 Stage 3: September – November 2023
Our community; Schools, not-for-profit organisations, charities, local services providers, advocacy groups. Government agencies, Police, resident / neighborhood associations, users of City facilities / services including Libraries, MARC, Billy Dower Youth, Seniors Centre, CASM etc.	High	To be involved in the engagement process and kept informed on key themes that have been acknowledged throughout engagement. Kept up to date throughout the project and be given the opportunity to provide feedback.	Involve	Build awareness of the SCP. Aspiration, vision & service expectation check in. Mandurah's future economic direction. Key themes and community outcomes provided. Share the City's messages.	Online survey, random sample invitation to attend community workshops, social media, local radio, newspaper advertising, school, community, sporting group newsletters, vision drawing competition, rates notices, signage at City facilities, pop-ups at local events, youth workshop, Junior Council workshop. School holiday program events. Mini survey for those with limited time.	Stage 2: July / August 2023 Stage 3: September – November 2023
Federal / State Government, Educational Institutions	Moderate	To be informed in the engagement process and to be given the opportunity to provide input and feedback.	Inform	The City's Strategic direction to be considered in decision making at Federal & State Government level. Communicate communities' vision for economic direction.	1:1s with Education institutions. Local members meeting briefing at launch and at final stage. Print media / briefing for members of parliament.	Stage 2: July - August 2023 Stage 5: June 2024

Stakeholder	Interest / Impact / Influence	Expectations	IAP Level of Engagement	Key Message	Proposed Tools	Dates
Industry groups, advisory panels & committees	High	To be involved in the engagement process, kept up to date throughout the project and to be given the opportunity to provide input and feedback.	Involve	Build awareness of the SCP. Aspiration, vision & service expectation check in. Mandurah's future economic direction. Key themes and community outcomes provided.	Through MEAG, SEAG, RAP etc; Community Development Officers (Cultural Enrichment) Nurture ongoing relationships. Online survey. Invitation to facilitated workshops.	Stage 2: July / August 2023 Stage 3: September – November 2023
Community clubs / groups	High	To be involved in the engagement process, kept up to date throughout the project and to be given the opportunity to provide input and feedback.	Involve	Build awareness of the SCP. Aspiration, vision & service expectation check in. Mandurah's future economic direction. Key themes and community outcomes provided.	Joining the club/group key meetings to workshop & share through their members, online survey, random sample invitation to attend community workshops.	Stage 2: July / August 2023 Stage 3: September – November 2023
Tourists and visitors to Mandurah	Moderate	To inform with balanced and objective information to assist them understanding how they can contribute to the review.	Inform	Build awareness of the SCP. Aspiration, vision & service expectation check in. Mandurah's future economic direction. Key themes and community outcomes provided.	Fixed signage at Visit Mandurah, Giants with QR code to values survey.	Stage 2: July / August 2023

Negotiable

What are the tangible things that can be influenced?

List	How	Specific actions required
The criteria for assessing how Council makes financial decisions into the future; community aspiration, outcomes, objectives, and measures of success relating to our five focus areas.	Can be modified based on engagement outcomes. Measures of success may not continue to be relevant based on outcomes and objectives.	Engagement report to be included in the outcomes report for Council.
Timing of engagement.	We can delay or bring forward engagement activities based on engagement levels.	Project team - continuous check in.

Non-Negotiable

What are the things that cannot be influenced, that you may need to clarify?

List	How	Specific actions required
Project budget	Total funding of up to \$110,000 is currently allocated in the City's operating budget to plan, deliver and implement the major review of the Strategic Community Plan.	Project Manager to report.
Legislative requirements for engagement that needs to be followed	Involve at least 500 or at least 10% of residents, whichever is the fewer.	Provide a range of flexible and non-prescriptive engagement strategies to foster community participation.
Decision makers are Council	This review is a check in on our citizen-led vision, aspirations & service expectations for Mandurah. We are seeking to collaborate and consult the community on this vision. The final decision on the changes to the revised SCP 2024-2044 will sit with Council.	Support Council decision making with a quality outcomes report on engagement.
Matters outside of scope of Council	Unable to engage in decisions that are the remit of State and Federal Government.	Feedback to community on outcomes report.
Recently adopted strategies or improvements that are already underway	Unless a major misalignment is identified, this engagement will not look to redefine recently adopted strategies.	We will validate recent engagement (i.e. Environment strategy) ensuring it is valid / clear.

Engagement Risks

What could go wrong in your engagement? What can you do to prevent this from happening?

Issue	Response
Lack of participation.	Use a range of community engagement methods and provide an incentive for people in our community to contribute their thoughts. Prior planning of all engagement activities to ensure best outcome for participation.
Key performance indicators don't identify that we are meeting the baseline level of expectation.	Reporting framework in place. Focus engagement on what we have 'achieved' over the past 3 years and what we are 'working towards'.
Engagement fatigue (ie. asking too frequently or too much from community members).	Validate previous engagement during all new engagement. Allow Community to 'skip' parts of the engagement activity with less relevance to them.
Misinterpretation (ie. some key stakeholders may perceive that the "right to be consulted" implies the "right to be heeded").	Set the context and the expectations. Be transparent that this is a collaborate engagement between Community and the City with Council as the final decision maker.
Unrealistic expectations (e. feelings of inability to make meaningful contribution or influence the decision-making process).	Corroborate past engagement rather than 'starting again'. Ensure we feed back to those who opt in on each part of the process so their feedback continues to be meaningful.
Participant distraction (ie. Local Government election to be held on 21 October 2023 steering the conversation away from the SCP).	Understanding election timeframes and ensuring engagement activities are planned around caretaker, election and swear in dates. Conduct EM engagement pop-ups as soon as possible after project launch. Plan briefing session with potential new EM's as soon as sworn in.
The minority may make a stronger case during the process and the view of the majority is rejected.	Set clear and impartial moderation ground rules. Moderate community workshops and review all data.
Inadequate communication of technical information can adversely affect the engagement outcome.	Set the context and the expectations. Review all technical information provided as part of the engagement.
Engaging hard to reach segments of the community.	Use a range of community engagement methods and provide an incentive for people in our community to contribute their thoughts.
Data reliability.	Analyse / review past and present engagement data and report in a transparent method.
Insecurity around English being a second language.	Use a range of community engagement methods, such as drawing. Provide an incentive for people in our community to contribute their thoughts.

Engagement Evaluation

How are the outcomes going to be measured and when will they be measured?

Objective	Success Measure
Ensure our community input has informed the updated SCP	Community Consultation Report & Key Shifts and Considerations report The reports will be presented to Council outlining the detail of the consultation undertaken and how community input has informed our updated SCP. The reports will detail: <ul style="list-style-type: none"> documented and recorded feedback gathered through engagement; the data captured came from a diverse audience, geographically, culturally, by age and ability; demonstrate that we have understood the community's aspirations, service expectations, concerns and priorities; Mandurah's future economic direction for the purpose of setting a strategic economic goal for the next 20 years.
Meet legal requirements for engagement.	Utilisation of broad engagement practices to ensure we have met two key criteria for legislative requirements <ol style="list-style-type: none"> at least two community engagement mechanisms need to be used; at least 500 members of the community need to be engaged.

Who and how will you analyse the data/feedback?

Desktop Review:

It is expected that, as a part of the process, a desktop review of the current Strategic Community Plan and relevant supporting Strategies, and results of recent relevant Community Engagement will be undertaken by the City, in order to be fully informed.

- Review and validate outcomes from previous community engagement projects.
- Consolidate feedback from City's employee survey and team specific workshops.

Reporting:

- Community Engagement Report outlining the detail of the engagement undertaken and themed community visioning.
- Key Shifts and Considerations report.
- Strategic Community Plan 2024 - 2044 drafted.
- Community engagement outcomes report.
- Strategic Community Plan 2024 - 2044 FINAL.

Future Engagement:

- Establish ongoing reference group/ community panel.

How and when will you let people know their input was considered?

Stage 2: Launch

- Validating recent engagement outcomes from previous community engagement projects specified survey.

Stage 4: Act

- During the advertised public comment period planned for March 2024, the community will be asked to provide further feedback on the draft SCP (2024-2044). We will report back to the community on how they helped shape our draft by providing a community consultation outcomes report.

5	SUBJECT:	Waste Education Plan 2022-2025
	DIRECTOR:	Built and Natural Environment
	MEETING:	Council Meeting
	MEETING DATE:	23 May 2023

Summary

In 2021, the City developed the Strategic Waste Plan 2020-2025 in response to the State Government's Waste Avoidance and Resource (WARR) Strategy 2030. Under this Strategy, all local governments in the Perth and Peel regions, and major regional centres, were required to develop and implement local government waste plans which align local processes with the WARR Strategy.

The development of a Waste Education Plan was included as an action of the City's Strategic Waste Plan. The intention of this plan was to guide the development of educational programs and initiatives that will enable the community to support the delivery of the City's waste targets.

In November 2021, Council considered amendments to the Strategic Waste Plan and endorsed the establishment of a Waste Working Group to guide the development of the Waste Education Plan. The membership of this group included the Mayor, three Elected Members and senior City officers. The group met at key stages to guide the development of the Waste Education Plan. A City officer workshop was also held to identify waste education actions that could be delivered from across the organisation. Elected Members and local environmental volunteer groups have also been consulted.

A draft Waste Education Plan has now been prepared. The Waste Education Plan establishes a framework for the delivery of waste education programs and initiatives over the next three years and includes a detailed Implementation Plan.

Council is requested to consider and endorse the Waste Education Plan and note that the resources required to deliver the Implementation Plan will be included in the draft Long Term Financial Plan and 2023-2024 Budget for Council's consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

- | | | |
|---------------|------------------|--|
| • G. 13/2/21 | 23 February 2021 | Council resolved to endorse the City's Strategic Waste Plan 2020 – 2025 (including the Department of Water and Environmental Regulation Waste Plan templates) for submission to DWER as an interim strategy. |
| • G. 20/11/21 | 23 November 2021 | Council resolved to endorse the amended City of Mandurah Strategic Waste Plan (2020 – 2025) (including the Department of Water and Environmental Regulation Waste Plan templates) for submission to DWER. Council also resolved to request the development of a Waste Education and Community Engagement Plan to guide the implementation of community programs that support the targets outlined in the Strategic Waste Plan. |
| • G. 11/12/21 | 14 December 2021 | Council endorsed the Terms of Reference for the Waste Management Working Group and appointed the Mayor and 3 Elected members to this Group. |

- G. 11/5/22 24 May 2022 Council considered and endorsed the revised Strategic Waste Plan 2020-2025.

Background

In 2019, the State Government released the Waste Avoidance and Resource Recovery Strategy 2030. This strategy, and the associated Action Plan, introduced a new direction for waste management in Western Australia. This includes an increased focus on waste avoidance and aims to support a shift to a circular economy.

In February 2021, in response to the WARR Strategy, Council endorsed the first iteration of the Strategic Waste Plan 2020-2025. Further updates were also considered and endorsed by Council in November 2021 and May 2022. This plan set locally-relevant targets for waste management, minimisation and recovery, and is generally consistent with the targets identified in the Waste Avoidance and Resource Recovery Strategy. A breakdown of both State and local waste targets is included in Table 1 below.

Table 1. Breakdown of State and Local Waste Targets

Objective	State Government Targets	City of Mandurah Targets
Avoid: Western Australians generate less waste	By 2025: <ul style="list-style-type: none"> 5% reduction in municipal solid waste generation per capita By 2030: <ul style="list-style-type: none"> 10% reduction in municipal solid waste generation per capita All waste is managed and/or disposed using better practice approaches 	By 2025: <ul style="list-style-type: none"> Generate no more than 633kg of waste per person, per year By 2030: <ul style="list-style-type: none"> Reduce waste generation to no more than 600kg per person, per year Ongoing <ul style="list-style-type: none"> Continue to manage all waste received at the Waste Management Centre using better practice
Recover: Western Australians recover more value and resources from waste.	By 2025: <ul style="list-style-type: none"> Increase municipal solid waste material recovery to 67% in the Perth and Peel regions All local governments in the Perth and Peel region provide consistent three bin kerbside collection systems that include separation of FOGO from other waste categories By 2030: <ul style="list-style-type: none"> Increase municipal solid waste material recovery to 70% in the Perth and Peel regions All waste facilities adopt resource recovery better practice 	By 2025: <ul style="list-style-type: none"> Increase resource recovery by 40% (to 67%) By 2030 <ul style="list-style-type: none"> Increase resource recovery by 43% (to 70%)
Protect: Western Australians protect the environment by managing waste responsibly	From 2020: <ul style="list-style-type: none"> Recover energy only from residual waste By 2030: <ul style="list-style-type: none"> Move towards zero illegal dumping Move towards zero littering No more than 15% of waste generated in the Perth and Peel regions is disposed to landfill All waste is managed and/or disposed to better practice facilities 	By 2030: <ul style="list-style-type: none"> Move towards zero illegal dumping Move towards zero littering After material recovery, all of the City's waste is sent to Waste to Energy, resulting in near zero landfill

	<ul style="list-style-type: none">• All waste facilities adopt environmental protection better practice	
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In November 2021, Council resolved to establish a Waste Working Group to guide the development of the Waste Education Plan. The membership of this group included the Mayor, three Elected Members and senior City officers.

Comment

A draft of the Waste Education Plan has now been developed, and is the first of its kind for the City. It provides the starting point for a long-term waste education journey that will guide the implementation of community programs and initiatives that support the waste targets identified in the City's Strategic Waste Plan. The purpose of the Plan is to:

- Identify priorities for waste education and engagement in Mandurah; and
- Guide how the City engages with our community and staff on these priorities to support positive behaviour change.

The Waste Education Plan identifies five key Education Focus Areas, which align with current priorities for waste management and known waste management issues that require an added focus on education and behaviour change. These include:

- Reducing the City's Waste (reducing waste associated with City operations);
- Appropriate Disposal of Waste (ensuring Mandurah's waste is disposed of in an environmentally-sensitive manner);
- Waste Avoidance (encouraging our staff and community to reduce unnecessary consumption and production of waste);
- Litter and Illegal Dumping (reducing the amount of litter and illegal dumping in our City); and
- Material Recovery (making it easy for our staff and community to recycle and recover materials from the waste stream).

A detailed Implementation Plan has also been developed. The Implementation Plan identifies a number of new and existing actions relating to waste education and engagement. A copy of the Waste Education Plan, which includes the Implementation Plan, is included as Attachment 5.1.

The foundation of the Implementation Plan is the development of an ongoing, comprehensive waste education and engagement campaign that is designed to first encourage the development of strong foundations for positive waste behaviours in our community, then continue to build momentum in this space. This campaign will develop key messages and identify priority waste items/behaviours, and includes a number of actions such as workshops, the development of educational resources, developing and/or promoting incentive schemes for residents, and community surveying to better understand the drivers behind current waste behaviours.

In addition to community education and engagement, the Implementation Plan also identifies a number of actions to avoid and reduce waste in City operations, including at community facilities and events.

Like any journey of behaviour change, this process will take time to build momentum and entrench new habits in the community. It must also be balanced and connected with the many other pro-environmental behaviours that the City encourages the community to undertake on a regular basis, so as not to cause overwhelm and undermine the larger body of environmental engagement work.

MEAG Comment

This item was considered by the Mandurah Environmental Advisory Group at its meeting on 28 April 2023 and the following recommendation was made:

MEAG recognises waste education as a necessary and cost-effective component of effective waste management, and recommends that Council endorse the Waste Education Plan.

Youth Advisory Group Comment

The Waste Education Plan will be presented to the Youth Advisory Group on 7 June 2023.

Consultation

Community consultation has included key local environmental volunteer groups including the Coastal Waste Warriors, who were asked to provide suggestions for waste education activities that could be included in the Implementation Plan, and the Mandurah Environmental Advisory Group, which includes representatives from a number of volunteer groups. It is envisaged that staff will continue to work closely with environmental groups in the development and roll-out of waste education activities.

Feedback relevant to waste education that was received through the Environment Strategy engagement process was also used to inform the Waste Education Plan. This included consultation with various local environmental groups, the Youth Advisory Group and the Access and Inclusion Advisory Group.

In addition, the Waste Education Plan was listed on Mandurah Matters for broadscale community comment for a two-week period in April to May 2023.

Statutory Environment

The Waste Education Plan has been developed as an action of the City's Strategic Waste Plan 2020-2025. The targets outlined in the Waste Education Plan are consistent with the waste management targets identified in the Strategic Waste Plan, which was last updated and endorsed by Council in May 2022.

The Waste Education Plan is considered to be a "living" document and will be regularly updated to reflect and address key waste education issues. The first formal review will be undertaken in 2025 in line with a review of the State's Waste Avoidance and Resource Recovery Strategy 2030 and the City's Strategic Waste Plan 2020-2025.

Policy Implications

Nil

Financial Implications

An operating projects budget of \$50,000 per year for initiatives within the Waste Education Plan has been included in the draft Long Term Financial Plan and 2023-2024 Budget. This allocation also includes funds for previous and ongoing education initiatives, including the annual Waste and Recycle Guide, Bin Tagging program, verge collection advertisements and public notices.

Project delivery timelines outlined in the Implementation Plan are based on an increase of the current 0.6FTE Waste Education Officer role to 1.0FTE. This increase equates to approximately \$40,000 per year. If approved, this would be funded from an increase in the annual Rubbish Charge. Should the Waste Education Officer role remain at 0.6FTE, it is expected that the timelines for the delivery of the Implementation Plan would increase from 3 years to between 5 and 6 years, and the Implementation Plan would need to be updated accordingly.

Risk Analysis

Traditionally, the City's waste operations have predominantly been focussed on the operational management of waste and associated statutory requirements. The creation of the Waste Education Officer

position in 2022, and now the development of a Waste Education Plan, are significant steps to support community waste education and engagement and meeting both the State's and City's waste targets.

Strategic Implications

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

Environment:

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

Conclusion

The development of a Waste Education Plan is a significant milestone for the City. The State Government's Waste Avoidance and Resource Recovery Strategy 2030 has set ambitious targets for waste avoidance and minimisation, and resource and material recovery. Community education and participation are vital in order to support the achievement of these targets.

Council is therefore requested to endorse the Waste Education Plan, including the Implementation Plan, and note that the resources required to deliver the Implementation Plan will be included in the draft Long Term Financial Plan and 2023-2024 Budget for Council's consideration.

NOTE:

- Refer ***Attachment 5.1 Final Draft - Waste Education Plan***

RECOMMENDATION

That Council:

- 1. Endorse the Waste Education Plan.**
- 2. Notes that the resources required to implement the Waste Education Plan will be included in the draft Long Term Financial Plan and 2023-2024 Budget for Council's consideration.**

Waste Education Plan 2022 – 2025





Acknowledgement of Country

The City of Mandurah acknowledges and pays respect to the Bindjareb people, who are the Traditional Owners and First Peoples of this land. We pay respect to the Elders past, present and emerging and acknowledge the continuing contribution they make to the life of this City and this region.

Purpose

The City of Mandurah Waste Education Plan has been developed as an action of the City of Mandurah Strategic Waste Plan 2020-2025. The purpose of this plan is to:

- Identify priorities for waste education and engagement in Mandurah
- Guide how we engage with our community and staff on these priorities to support positive behaviour change

This includes how we encourage and empower our community and staff to protect our beautiful natural environment and create harmonious neighbourhoods by:

- In the first instance, reducing the amount of waste (rubbish) they generate
- If the generation of waste cannot be avoided, increasing their reuse and recycling of materials, and recovery of resources
- Ensuring they dispose of all materials and waste responsibly and appropriately

This Plan is considered a “living” document, and will be regularly updated to reflect and address key waste education issues. The first formal review will be undertaken in 2025 in line with a review of the State’s Waste Avoidance and Resource Recovery Strategy 2030. This will be followed by a second review in 2030 to align with the culmination of the Waste Avoidance and Resource Recovery Strategy 2030.

Strategic Alignment

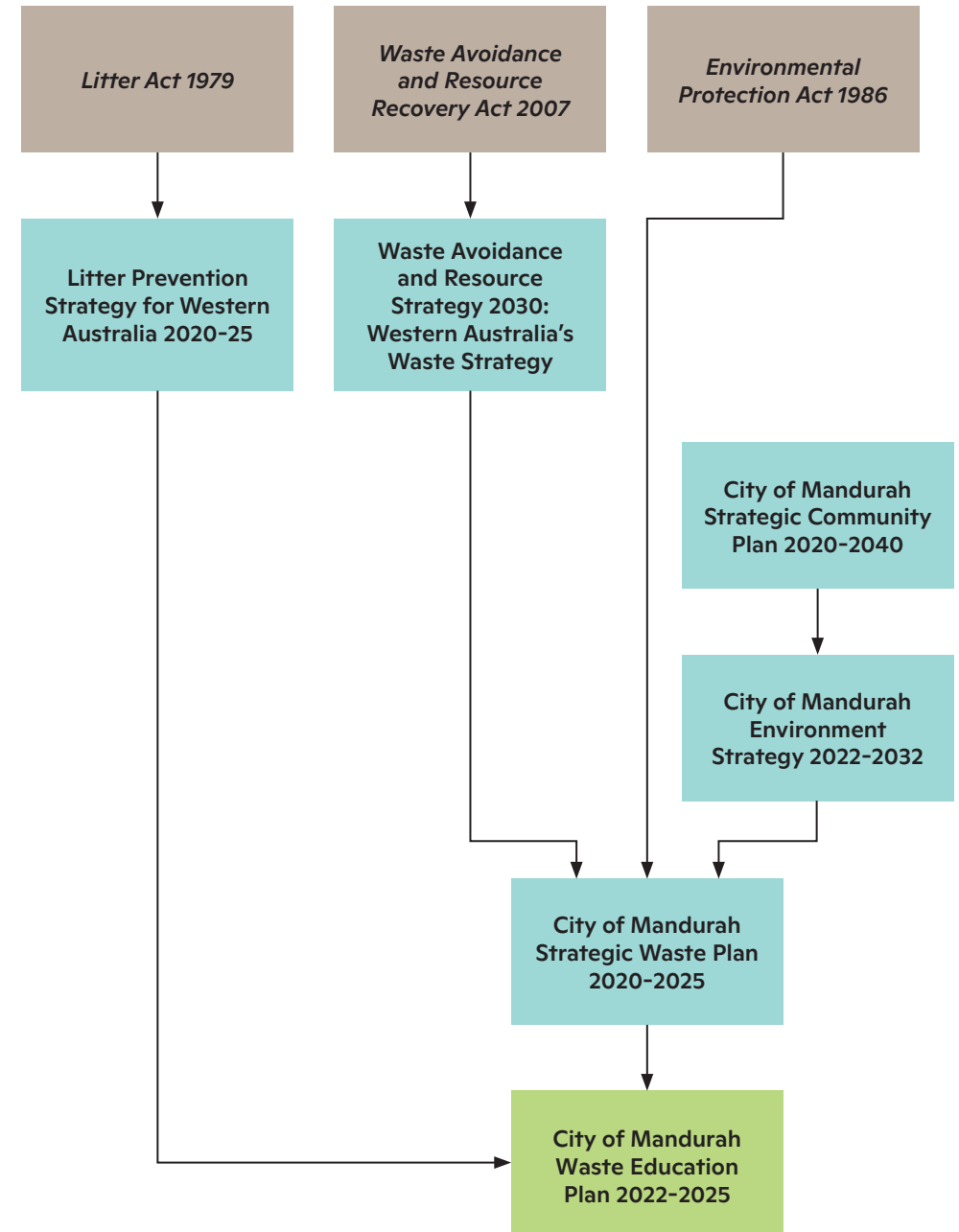
State Waste Strategy and Legislation

In 2019, the State Government released the Waste Avoidance and Resource Recovery Strategy 2030. This strategy, and the associated Action Plan, introduces a new direction for waste management in Western Australia which includes an increased focus on waste avoidance and aims to support a shift to a circular economy.

Shifting to a circular economy will mean changing from a linear waste management system, often called the “take, make, use and dispose” system, to a material efficiency approach. This means the system will aim to use and reuse products, components and materials over and over again for as long as possible, instead of using them once and then throwing them away. A circular economy is considered more sustainable and better for our environment because its focus on reusing the same material over and over means using fewer raw materials in the first instance. This focus on material recovery through reuse and recycling also means a circular economy sends less waste to landfill.

The Waste Avoidance and Resource Recovery Strategy recognises that all Western Australians have a part to play in reducing our waste, recycling more and caring for our environment by disposing of waste correctly. This includes local governments, residents, community groups, schools, businesses and the commercial sector.

The strategy prescribes ambitious targets for local government regarding waste avoidance, material recovery and environmental protection. These are discussed further under State and Local Targets.



City of Mandurah Strategic Community Plan and Environment Strategy

In 2018, the City of Mandurah worked extensively with our community to develop the City of Mandurah Strategic Community Plan 2020-2040. Throughout this process, our community shaped a shared vision and aspiration for our City to guide the next twenty years of decision-making.

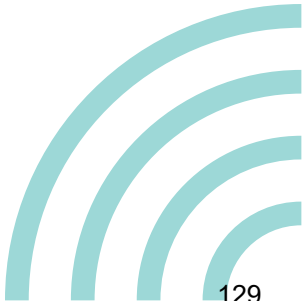
Through this consultation Environment was identified as one of four Key Focus Areas for the City. The resultant community vision makes it clear that caring for our environment is a priority:

We are built in nature – a meeting place surrounded by unique waterways, where the wellbeing of our people and our environment are nurtured.

In 2023, the City developed its first ever Environment Strategy. This Strategy provides an overarching direction for the City’s environmental work, along with objectives for each of the priority management areas. This includes waste management and minimisation. Continuing to educate and partner with our community on how to manage waste responsibly and with environmental protection at the forefront, plays an important role in delivering this strategy.

The Waste Education Plan aligns with the following objectives outlined in the City’s Strategic Community Plan.

Focus Area	Strategic Objective	Community Outcome
Environment	4.3 Create opportunities for the community to promote and preserve our local natural environment 4.4 Educate and provide leadership on environmental and climate change related issues 4.5 Partner and engage with our community to deliver environmental sustainability outcomes	A beautiful, clean, and sustainable environment for all Deep engagement and respect for the environment



State and Local Targets

The City of Mandurah has developed a Strategic Waste Plan 2020-2025 to help us achieve the State Government's waste targets and protect our environment by becoming a more sustainable, low-waste City.

In line with the State's direction, the City's overarching Environment Strategy includes the following objective for waste management in the City of Mandurah:

Strive towards zero landfill to reduce our environmental footprint and protect the environment from the impacts of waste and litter.

In addition, the City has set locally-relevant targets to guide the development of waste management and education actions. These targets are based on 2014/15 data and are in alignment with State targets.

A breakdown of both State and local waste targets is included on the following pages.



State Government Targets

Western Australia will become a sustainable, low-waste, circular economy in which human health and the environment are protected from the impacts of waste.

OBJECTIVES

AVOID

Western Australians generate less waste

TARGETS

By 2025:

- 5% reduction in municipal solid waste generation per capita

By 2030:

- 10% reduction in municipal solid waste generation per capita
- All waste is managed and/or disposed using better practice approaches

RECOVER

Western Australians recover more value and resources from waste

TARGETS

By 2025:

- Increase municipal solid waste material recovery to 67% in the Perth and Peel regions
- All local governments in the Perth and Peel region provide consistent three bin kerbside collection systems that include separation of FOGO from other waste categories

By 2030:

- Increase municipal solid waste material recovery to 70% in the Perth and Peel regions
- All waste facilities adopt resource recovery better practice

PROTECT

Western Australians protect the environment by managing waste responsibly

TARGETS

By 2025:

- Recover energy only from residual waste

By 2030:

- Move towards zero illegal dumping
- Move towards zero littering
- No more than 15% of waste generated in the Perth and Peel regions is disposed to landfill
- All waste is managed and/or disposed to better practice facilities
- All waste facilities adopt environmental protection better practice

City of Mandurah Targets

Strive towards zero landfill to reduce our environmental footprint and protect the environment from the impacts of waste and litter.

OBJECTIVES

AVOID

Encourage our community and staff to generate less waste

TARGETS

By 2025:

- Generate no more than 633kg of waste per person, per year

By 2030:

- Reduce waste generation to no more than 600kg per person, per year

Ongoing:

- Continue to manage all waste received at the Waste Management Centre using better practice

RECOVER

Support our community to recover more resources and materials from the waste stream

TARGETS

By 2025:

- Increase resource recovery by 40% (to 67%)

By 2030:

- Increase resource recovery by 43% (to 70%)

PROTECT

Protect our beautiful natural environment by managing waste responsibly, and inspiring our community to do the same

TARGETS

By 2030:

- Move towards zero illegal dumping
- Move towards zero littering
- After material recovery, all of the City's waste is sent to Waste to Energy, resulting in near zero landfill

Current Waste Scenario

The City currently provides a range of waste services to its residents, including kerbside bin collection, additional verge collections, and recycling services at major City facilities and the Mandurah Waste Management Centre.



Green Top 240L Rubbish Bin Collection

Weekly - sent to Cleanaway landfill in Dardanup



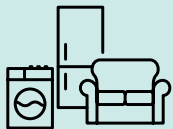
Yellow Top 240L Recycling Bin Collection

Fortnightly - sent to Cleanaway Materials Recovery Facility in South Guildford



Green Waste Collection

Sent to Mandurah Waste Management Centre for mulching



Junk Verge Collection

Sent to Mandurah Waste Management Centre



Mandurah Waste Management Centre

Green Waste and General Waste vouchers are provided to ratepayers



Diversion from Landfill

Currently 27%

As a local government, there are many different types of waste that the City is required to manage. As a broad definition, waste can be considered as any solid material, liquid or gas that is leftover, excess to needs, unwanted, or of no use for the task it was intended for, that is disposed of to the environment (e.g. landfill).

In 2021/22, the City received a total of 64,856 tonnes of waste at the Mandurah Waste Management Centre. This was made up of:

- 30,960 tonnes of municipal solid waste (waste from the green kerbside bin)
- 1,347 tonnes of street and public bins
- 2,354 tonnes of hard waste (verge collections)
- 1,503 tonnes of commercial waste
- 5,239 tonnes of general waste
- 313 tonnes of general waste (Council Operations)
- 84 tonnes of asbestos
- 5,554 tonnes of construction and demolition waste
- 7,652 tonnes of green waste (includes green waste from verge collections)
- 6,796 tonnes of kerbside recyclables
- 3,054 tonnes of recyclable materials

The City recovered 17,501 tonnes of recyclable materials in 2021/22, achieving a recovery and landfill diversion rate of around 27%.

Education Focus Areas

The Waste Education Plan focuses on five key areas which aim to:

Educate, encourage and empower our staff and community to help reduce our environmental footprint and create a beautiful, clean and sustainable environment for all by adopting more environmentally-friendly waste behaviours.



Reducing the City's Waste

Reducing waste associated with City operations



Appropriate Disposal of Waste

Ensuring Mandurah's waste is disposed of in an environmentally-sensitive manner



Waste Avoidance

Encouraging our staff and community to reduce unnecessary consumption and production of waste



Litter and Illegal Dumping

Reducing the amount of litter and illegal dumping in our City



Material Recovery

Making it easy for our staff and community to recycle and recover materials from the waste stream

Current Examples



Annual Waste and Recycling Guide

The City provides the community with a comprehensive Waste and Recycling Guide each year and a Rates Booklet that contains relevant waste management information. Educational messages in the guide are consistent with State Government initiatives, such as the WasteSorted 'Be a GREAT sort' campaign. This ensures the community receives consistent messaging on waste avoidance, resource recovery and appropriate waste disposal behaviour.

Other information in the guide includes advice on how to dispose of Household Hazardous Waste and problematic waste items, along with information on the "Containers for Change" program.



Single-use Plastic Reduction

The City has been encouraging our community to reduce their single-use plastic for a number of years. This includes:

- Promoting Plastic Free July and delivering workshops to educate our community on how to reduce their use of plastic
- Developing the Plastic Free Mandurah Simple Switches Guide to help our community to switch to plastic-free alternatives to everyday products
- Encouraging local businesses to sign up to plastic education programs, including The Last Straw, Responsible Cafés and Plastic Free Places

We've also reduced our own plastic use by switching from regular dog poo bags to compostable alternatives.



Partnering with Community

The City has supported local community clean-ups for nearly twenty years. More recently, since 2018, the City has worked closely with Coastal Waste Warriors to inspire our community to get involved in clean-ups around our waterways. In just four years, Coastal Waste Warriors has collected over 100,000 pieces of litter with the help of nearly 2,500 volunteers.

We also work with other groups and organisations, including Peel-Harvey Catchment Council, Mandurah Volunteer Dolphin Rescue, Estuary Guardians and the Department of Biodiversity, Conservation and Attractions, on their Pave the Way, Reel It In and Luca's Legacy clean-up events.



Grow It Local

In 2022, the City launched its involvement in Grow It Local, an online local grow community, celebrating backyard, balcony, community and window-sill farmers. The community can be inspired by growing stories and connecting with others, sharing knowledge, expertise, produce and recipes.

Grow It Local's mission is to make growing food more accessible, and getting more people growing, sharing and eating locally grown foods. The online community provides a connection to nature and community, inspiring positive health & wellbeing, increasing composting and reducing organic waste to landfill in a fun and delicious way.

Residents are encouraged to join Grow It Local for free, and access a wealth of online knowledge such as free workshops, information about growing edible food, composting, worm farming and environmentally sustainable gardening.



Partnering with Primary Schools

As part of the Mandurah Cleanaway Waste Alliance, schools in Mandurah can access a free waste education program. The comprehensive program has been designed to complement National and State curriculum, while delivering interactive and engaging sustainability education sessions to students from Years 1-6.

The aim of the program is to:

- Educate students on the waste hierarchy, focusing on waste and contamination minimisation
- Provide students with the knowledge to make wise waste decisions beyond the classroom, in their homes, schools and communities



Bin Tagging and Composition Audits

In partnership with Cleanaway, the City conducts a regular Bin Tagging program to provide feedback to residents on their use of their kerbside bins. The Bin Tagging program focuses on reducing contamination and increasing resource recovery from the kerbside bin system.

Waste Composition Audits are also conducted to help the City better understand how our community are using their kerbside bins. This helps us to identify education priorities and tailor our programs to address problem materials.



Guiding Principles for Waste Management

The City's approach to waste management and education is guided by two key principles: the Waste Hierarchy and the Circular Economy.

The Waste Hierarchy is an integral part of the *Waste Avoidance and Resource Recovery Act 2007* and is a guiding concept in the Waste Avoidance and Resource Recovery Strategy. It is a widely-accepted tool that prioritises waste management options to achieve the best environmental, social and health outcomes. The most environmentally friendly, and therefore the most preferred, option in the hierarchy is avoiding the creation of waste in the first instance.

The hierarchy then moves through various resource recovery options, including recycling and energy recovery, to the least preferred option of disposal/landfill.

The City's work in waste education and engagement will focus primarily on encouraging our community and staff to adopt waste avoidance and recovery behaviours. This aims to encourage our community to live more sustainably to better support our beautiful natural environment.

To manage any remaining waste in the most environmentally preferred way, the City has committed to sending its residual waste (rubbish that would normally be sent to landfill) to a Waste to Energy plant. When combined, these actions will result in near zero landfill being generated by the Mandurah community.

Figure 1 demonstrates how the City's education, resource recovery and Waste to Energy initiatives fit within the Waste Hierarchy.

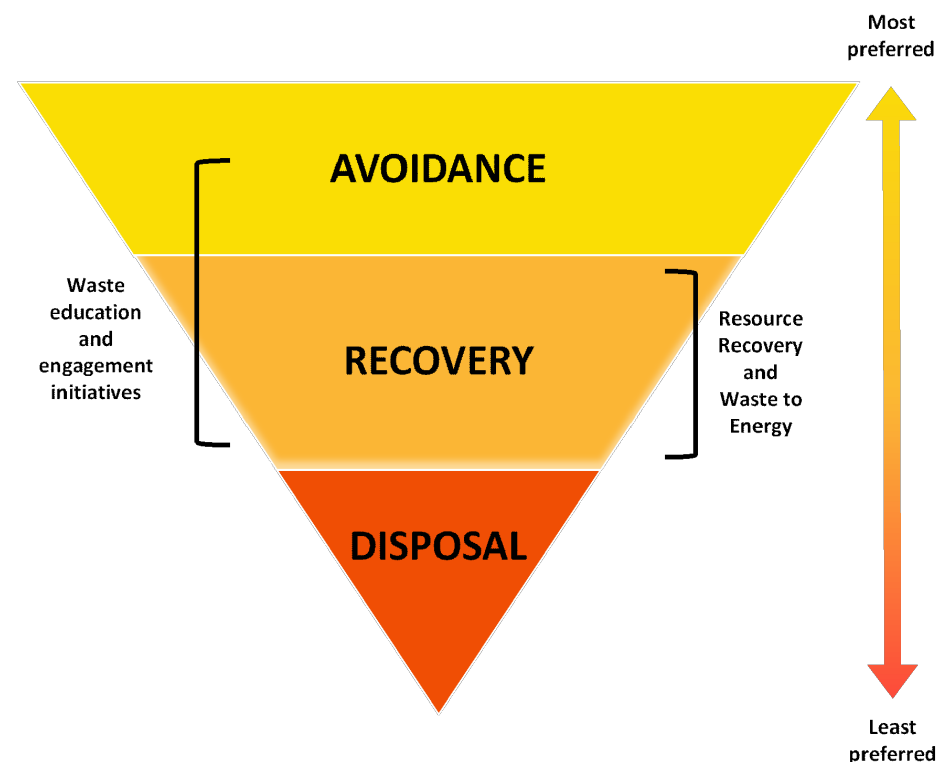


Figure 1. The Waste Hierarchy

Another guiding principle for environmentally-sustainable waste management is the Circular Economy. A circular economy is a regenerative system that involves sharing, reusing, repairing, refurbishing and recycling existing materials and products for as long as possible. This extends the life cycle of a product, which keeps waste to a minimum and creates opportunities for local jobs and investment through increased local recycling. It also minimises the costs and impacts of unnecessary transport and extraction of raw materials.

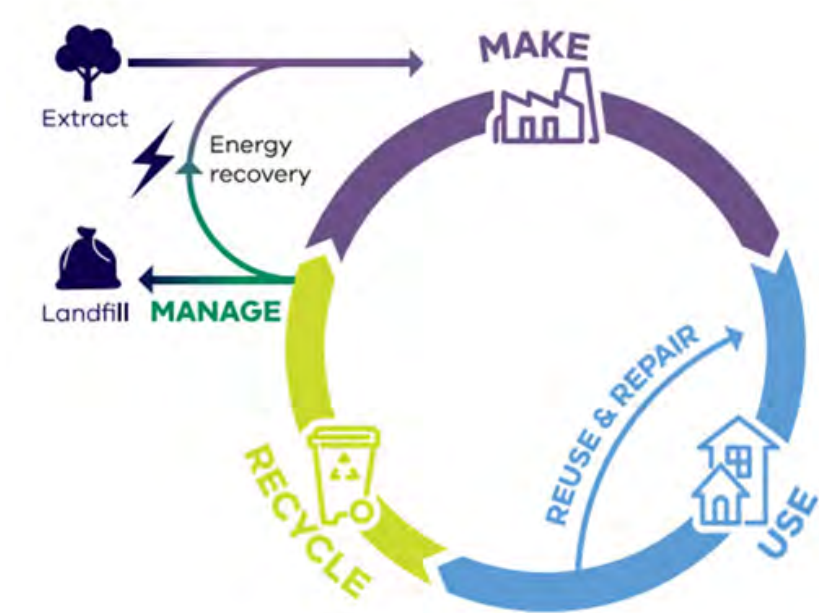


Figure 2. The Circular Economy

Source: The State of Victoria Department of Environment, Land, Water and Planning, 2020. *Recycling Victoria A new economy.*



Waste to Energy

As part of our commitment to striving for zero landfill, the City of Mandurah has committed to sending all of its residual household waste (rubbish that is leftover after recycling, that would normally be sent to landfill) to the Avertas Waste to Energy plant in Kwinana. This plant is currently under construction and is the first of its kind in Australia.

Waste to Energy is a process that diverts waste that would normally be sent to landfill, and converts it into an energy source such as heat, electricity or liquid transport fuels. At the Avertas Energy plant, waste will be burnt at very high temperatures in order to generate electricity. The solid ash produced through this process will be turned into bricks and pavers, or used as a construction aggregate.

Alignment with the Waste Hierarchy and Circular Economy

Waste to Energy is included in both the Waste Hierarchy and Circular Economy models under Energy Recovery, which is considered the last step of Recovery. This means Waste to Energy plays an important role in the responsible management of waste, when it is used as a final step after waste avoidance, reuse and recycling.

The delivery of this Waste Education and Engagement Plan, combined with resource recovery actions and Waste to Energy, is key to ensuring that we achieve our vision of moving towards zero landfill.

Environmental Information

When compared to landfill, the Avertas Energy plant will assist the City to:

- Divert approximately 45,000 tonnes of residual waste from landfill
- Reduce overall carbon emissions by approximately 45,000 tonnes

When fully operational, the plant will generate 36MW of baseload electricity that will be sent to the electricity grid and recover over 6,000 tonnes of recyclable metals. Based on calculations by Avertas, the City's contribution will be the equivalent of keeping approximately 9,450 cars off the road and powering 5,850 households every year.

Avertas is also working to develop technologies to reuse the plant's bottom ash by-product in construction products. The only remaining by-product is called Air Pollution Control Residue. It is a mixture of fine ash collected from exhaust gas filters and products from reaction of the flue gas treatment additives, which remove harmful gases and heavy metals from the exhaust gas before it is released out of the stack. This will be disposed of carefully in an appropriately engineered landfill.

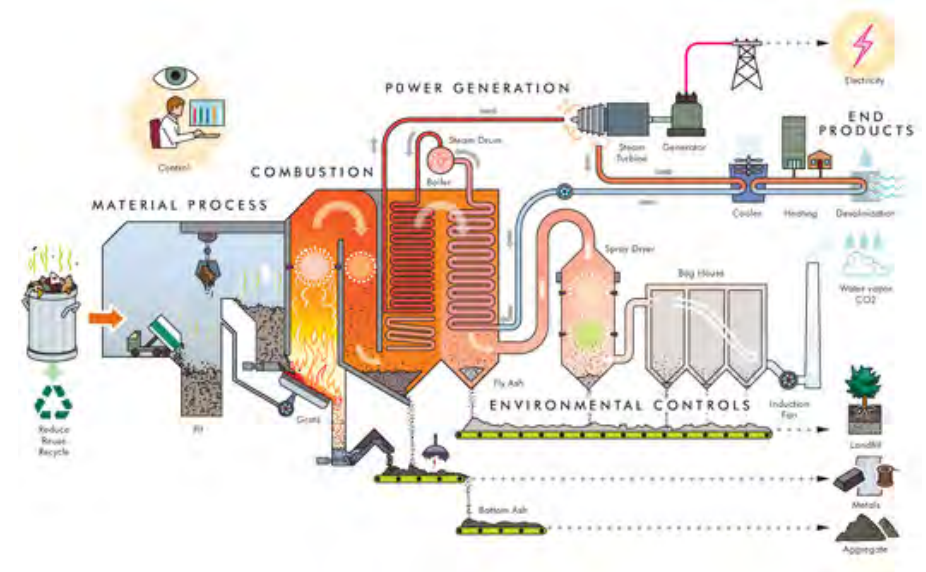


Figure 3. The Waste to Energy Process

Source: Deltaway, 2022. *Waste-to-Energy: How It Works*



Our Waste Education Journey

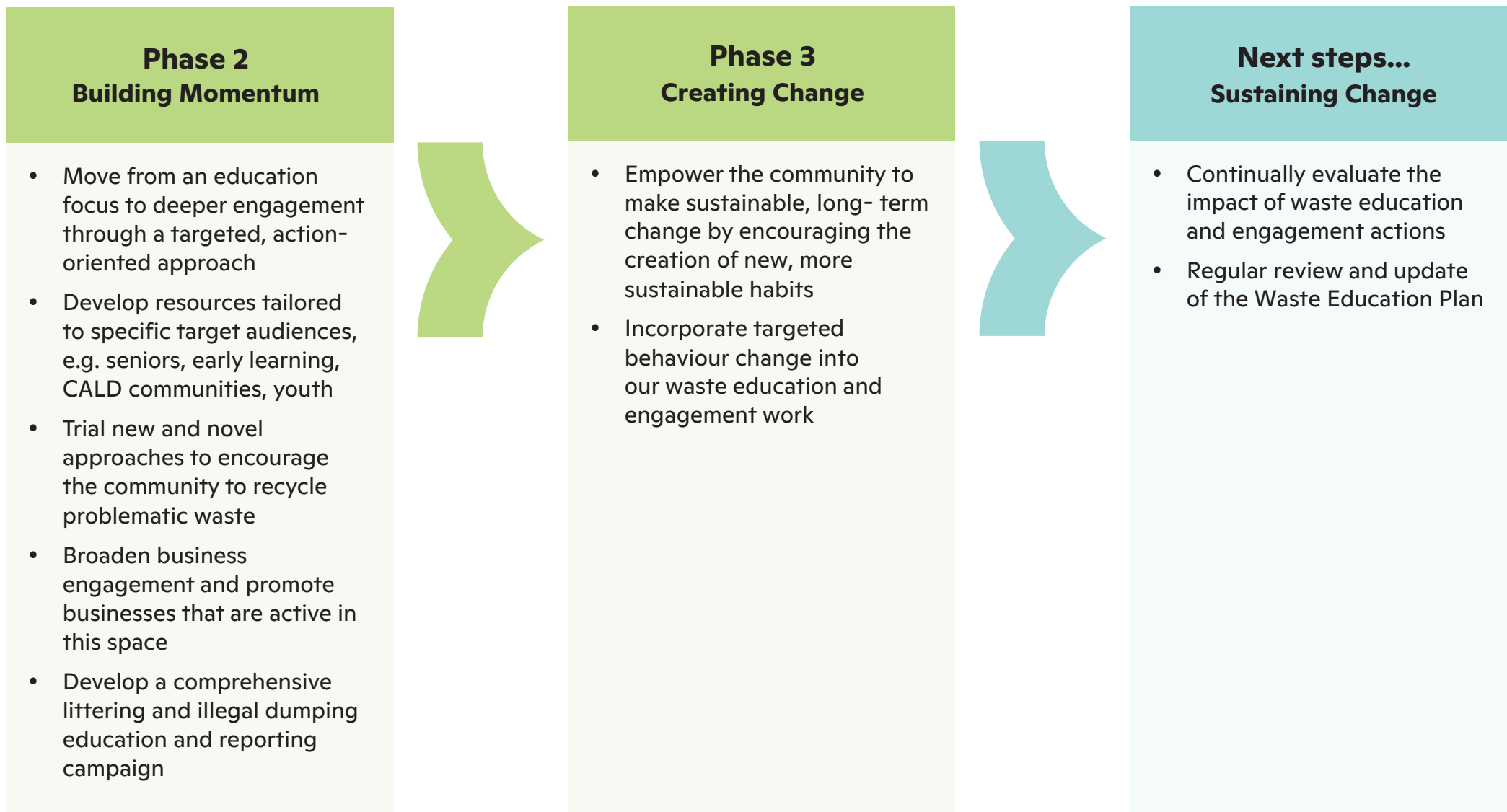
This Plan is the first of its kind for the City and provides the starting point for a long-term waste education journey that encompasses sustainable living, environmental education and community engagement alongside topics such as waste avoidance and management, recycling, single-use plastic and the circular economy.

What we've achieved so far...

- For nearly two decades the City has supported community efforts to care for our environment, including clean-up days
- Supported the development of Coastal Waste Warriors which has collected over 100,000 pieces of litter from our coastal areas and recorded more than 2500 volunteers at their events
- Facilitated the Clean Waterways Group, which delivered a series of educational videos on accidental littering in our waterways and created a Bin Your Butt cigarette butt campaign
- Continued to address bin contamination through bin auditing and tagging
- Delivered community education workshops and developed educational videos targeting waste
- Provided an annual Waste and Recycling Guide for residents
- Delivered a school education program in partnership with Cleanaway
- Developed the Plastic Free Mandurah Simple Switches Guide to encourage our community to reduce their use of single-use plastic
- Delivered temporary collection days for problematic waste, and installed collection points in major facilities
- Committed to zero landfill by being the first Council to commit our waste to the Avertas Waste to Energy plant, the first of its kind in Australia

Phase 1 Setting the Foundations

- Review available waste education materials and consolidate key messages
- Identify gaps in current waste and recycling education
- Develop a comprehensive community education campaign and commence broadscale community education
- Continue to address problematic waste and kerbside bin contamination
- Encourage local businesses to participate in the DWER Plastic Free Places trial



Implementation Plan 2022-2025

The following actions have been identified to guide the delivery of the City's Waste Education Plan. All actions outlined in this plan will be measured against the City's waste targets, which are prescribed by the State Government's Waste Avoidance and Resource Recovery Strategy 2030.

Legend	
WEO	Waste Education Officer
ECO	Environmental Communications Officer

Action		Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	Continue to conduct a biennial compositional waste audit of the residential rubbish and recycling bins		✓	✓	WEO, Waste Management, Cleanaway	2022/23	Next bin audit conducted in April 2023 Bin audits conducted every two years	\$35,000	Waste Alliance Budget
	Continue to implement weekly Bin Intercept Surveys		✓		Cleanaway	Ongoing	Bin Intercept Surveys conducted weekly	NA	NA
	Continue to implement the City's bin tagging program		✓	✓	Cleanaway	Ongoing	Bin tagging conducted for 10,000 visits per year		Waste Alliance Budget
	Investigate the implementation of a WALGA-endorsed bin tagging app that captures the relevant data and photographs from bin tagging activities		✓	✓	WALGA	2022/23	Investigation of the app completed and recommendation forwarded to relevant staff for consideration	TBD	TBD
	Review and, where appropriate, update data collection approaches and technology regarding bin contamination (e.g. Cleanview, numbered bins for units)		✓	✓	Cleanaway	Ongoing	Data collection approaches reviewed and recommendation forwarded to relevant staff for consideration Identified solutions implemented	NA	Waste Alliance Budget
	Promote assisted bin service		✓		WEO, Community Development	Ongoing	Assisted bin service promoted through the relevant communications channels	NA	Existing Operational
	Improve accessibility and inclusivity of waste education and volunteering <ul style="list-style-type: none"> Investigate braille stickers for waste bins Provide volunteering opportunities that are accessible and inclusive Educational videos with captions 	✓		✓	WEO, Community Development	Ongoing	Accessibility requirements incorporated into educational materials	NA	New Operational (included in \$50k allocation)
	Develop and deliver a comprehensive Waste Education and Engagement campaign <ul style="list-style-type: none"> Identify key messages, target audiences and target materials (refer to focus materials outlined in the Waste Avoidance and Resource Recovery Strategy 2030 and the Waste Authority's WasteSorted behaviour change campaign) Develop and promote solutions for reducing key contaminants and integrate problem items into waste education resources as required 	✓	✓		Environmental Engagement, Waste Management	Ongoing	Campaign developed and delivery commenced by June 2024	\$35,000 per annum	New Operational (included in \$50k allocation)

	Action	Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	<ul style="list-style-type: none"> Review and enhance the waste management and recycling information on the City's website Review and update existing educational videos as required, and develop new videos to address educational gaps Deliver regular education workshops Develop waste education resources for use at events, workshops and displays Expand on the Simple Switches Guide to develop a sustainable/low-zero waste cleaning guide for residents Regularly promote waste education opportunities, programs and incentive schemes to residents Conduct community surveys to understand waste literacy and common behaviours Promote waste education initiatives (such as Containers for Change, Plastic Free July) at City facilities or via the City's communications channels Develop educational materials for Circular Economy 								
	<p>Reduce the production of unnecessary single-use items, including merchandise and marketing material, single-use kitchen items (including tea and coffee, and paper towels)</p> <ul style="list-style-type: none"> Provide staff education opportunities Identify and promote recycling options Investigate and implement environmentally friendly alternatives to marketing collateral, e.g. corflute signage, giveaways, cable ties, merchandise Investigate a uniform recycling program 	✓	✓		WEO, Corporate Comms, Executive Manager Community Services	Ongoing	<p>Audit of single-use plastic and waste items across the City conducted and shared with staff</p> <p>Regular staff education opportunities, e.g. internal newsletter, information sessions, developed and delivered</p>	\$1,000	New Operational (included in \$50k allocation)
	<p>Continue to provide an annual Waste and Recycling Guide for Mandurah residents</p> <ul style="list-style-type: none"> Update the Waste and Recycling Guide to include the latest waste education terminology and address priority waste issues (e.g. illegal dumping, targeting common recycling contaminants) 	✓	✓	✓	WEO	Ongoing	<p>Conduct yearly update of Waste and Recycling Guide</p> <p>Relevant waste education information and priority waste issues incorporated into the guide</p> <p>Waste and Recycling Guide is made available in an increased number of facilities</p>	\$10,000	Existing Operational

	Action	Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	<ul style="list-style-type: none"> Identify additional distribution methods for the Waste and Recycling guide (e.g. Seniors Centre, Libraries etc) 								
	Develop a comprehensive waste and recycling information package for new builds	✓	✓	✓	WEO, Cleanaway	2024/25	New Resident Waste Education Pack developed	\$2,500	Existing Operational
	Investigate the feasibility of providing a pop-up collection day for problematic waste (e-waste, batteries) each year		✓		Waste Management	2022/23	Assessment completed and recommendation forwarded to relevant staff for consideration	NA	NA
	Trial the delivery of a pop-up collection day for eWaste, batteries and compact fluorescent light bulbs		✓		WEO, Waste Management	2023/24	One temporary collection day delivered Evaluation of the temporary collection day completed	\$2,500	New Operational (included in \$50k allocation)
	Conduct a 12-month trial of the installation of recycling hubs for problematic wastes (ink cartridges, batteries, mobile phones, coffee pods, etc) in major Council facilities <ul style="list-style-type: none"> On completion of recycling hub trial, determine whether additional hubs should be installed in other locations, e.g. shopping centres 		✓		WEO, Waste Management	2022/23 onwards	Recycling hubs developed and installed in major Council facilities Volume of recyclable material collected for each stream monitored Evaluation of the trial completed and recommendation forwarded to relevant staff for consideration	\$5,000	Existing Operational
	Investigate the feasibility of developing a mobile waste education and problematic waste collection trailer for use at community events		✓		WEO, Waste Management	2023/24 onwards	Assessment completed and recommendation forwarded to relevant staff for consideration	NA	NA
	Develop a local incentive/rebate program for waste avoidance products, with a focus on composting bins, worm farms, and cloth nappies	✓	✓		WEO	2024/25, then ongoing	Incentive/rebate scheme developed and available to residents	\$10,000	New Operational (included in \$50k allocation)
	Develop education resources to support community composting, worm farming and cloth nappies	✓	✓		WEO	2024/25	Education resources developed and publicly available	\$5,000	New Operational (included in \$50k allocation)
	Trial the delivery of a Clothing Swap Event		✓		WEO	2023/24	Consultation with Community Development and relevant NFP sector completed Clothing Swap Event delivered and evaluation completed and forwarded to the relevant officers	\$1,500	New Operational (included in \$50k allocation)

	Action	Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	Develop a City-wide Littering and Illegal Dumping Plan			✓	Waste Management, WEO	2023/24	Littering and Illegal Dumping Plan developed	NA	NA
	Develop and implement a community education program to increase awareness and encourage behaviour change regarding illegal dumping <ul style="list-style-type: none"> Collate and utilise data on the types of materials that are illegally dumped to determine target audiences and potential reasons for this behaviour Conduct community surveys to understand illegal dumping behaviour Review and update the current reporting process to make it easier for the community to report illegal dumping 			✓	WEO, Waste Management		Increase in community reporting of illegal dumping Reduction in instances of illegal dumping	\$15,000	New Operational (included in \$50k allocation)
	Continue to partner with community groups to deliver regular clean-up events, and promote clean-ups through the City's networks	✓	✓	✓	WEO, Cleanaway, Environmental groups, ECO, Executive Manager Community Services	Ongoing	Collected rubbish is picked-up and disposed of by Cleanaway Clean-up opportunities promoted through the City's communications channels	NA	NA
	Connect volunteer groups with the local disability sector and networks to promote volunteering and clean-up opportunities		✓	✓	WEO, Executive Manager Community Services	2023/24	Clean-ups promoted via Access & Inclusion newsletter Volunteering opportunities showcased at events e.g. Disability Expo and International Day of People with a Disability	NA	NA
	Work with Coastal Waste Warriors to design a community litter education workshop			✓	WEO, Coastal Waste Warriors	2023/24	Community workshop designed 2 workshops delivered each year	\$1,000	Existing Operational
	Encourage local residents to collect litter in their neighbourhoods	✓	✓	✓	WEO, Environmental groups	Ongoing	Adopt a Spot and local clean-ups promoted to community City to provide free bags to residents interested in collecting rubbish	NA	Existing Operational
	Collaborate with Keep Australia Beautiful on community education opportunities			✓	WEO	Ongoing	Keep Australia Beautiful education opportunities promoted via the City's communication channels	NA	NA

	Action	Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	Investigate ways to address construction site litter			✓	WEO	Ongoing	Evaluation of construction site litter behaviours completed and recommendation forwarded to relevant staff for consideration	NA	NA
	Continue to support the Clean Waterways Campaign		✓	✓	WEO, Environmental groups	Ongoing	Project Steering Group to meet once per year	\$2,500	Existing Operational
	Support the Reel It In/Luca's Legacy annual clean-up event			✓	WEO, Environmental Groups	Ongoing	Event delivered annually	\$500	Existing Operational
	Develop educational resources for Dog Poo Bags and Dispensers			✓	WEO	2023/24	Educational resources developed and distributed	\$500	Existing Operational
	Install and promote Containers for Exchange points on City bins		✓		Waste Management	2022/23 onwards	Bin racks installed on bins in high-profile areas	NA	NA
	Collaborate with Containers for Change on community education opportunities		✓		WEO, Executive Manager Community Services	Ongoing	Develop a Containers for Change policy position for the City. Containers for Change education opportunities promoted via the City's communication channels	NA	NA
	Support and promote the DWER Plastic Free Places trial	✓		✓	WEO	2022/23	Plastic Free Places trial promoted via the City's communication channels	NA	NA
	Encourage local businesses to participate in the DWER Plastic Free Places trial	✓			WEO	2022/23	Plastic Free Places promoted through the City's local business directories	NA	NA
	Develop plastic minimisation resources and promote through the City's website and communication channels	✓	✓	✓	WEO, ECO	Ongoing	Education resources developed and promoted	\$2,500	New Operational (included in \$50k allocation)
	Engage with local businesses on waste, recycling and single-use plastic, and promote businesses that are actively reducing their waste consumption and increasing their recycling efforts	✓	✓	✓	WEO, Transform Mandurah	2023/24, then ongoing	Increase the number of businesses that have been engaged in waste and recycling education programs Develop a local business directory that showcases businesses who have actively reduced their waste consumption and increased their recycling efforts	\$5,000	NA
	Inform schools of opportunities to get involved with waste education and grant programs (e.g. Cleanaway education program, WasteSorted Schools, Clean Schools, Waste to Energy Education Centre tours)	✓	✓	✓	WEO	Yearly	Opportunities identified and compiled, and information forwarded to local schools yearly	NA	NA

	Action	Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	Continue to deliver a local Primary School Waste Education Program	✓	✓		Cleanaway	Ongoing	10 local Primary Schools engaged in program each year	NA	Waste Alliance Budget
	Identify the best approach for Early Years' waste and recycling education opportunities, considering: <ul style="list-style-type: none"> City-run incursions The utilisation of existing programs available to the City (e.g. Little Green Steps) Develop and implement a waste and recycling information package for Early Learning Centres 	✓	✓	✓	WEO, Cleanaway	2024/25, then ongoing	Assessment completed and recommendation forwarded to the relevant staff for consideration Implementation of identified solutions commenced	\$2,000	New Operational (included in \$50k allocation)
	Consider the development of a suite of education modules on the Greenius online platform for Early Years and Primary levels	✓	✓	✓	WEO, Cleanaway	2023/24	Assessment completed and recommendation forwarded to the relevant staff for consideration Agreed-upon outcome implemented	TBD	New Operational (included in \$50k allocation)
	Develop a proposal for the renaming of the Waste Management Centre to more accurately reflect its alignment to resource recovery <ul style="list-style-type: none"> Upgrade signage at the facility to reflect the new name and brand 		✓		Waste Management, WEO, ECO, Corporate Comms		Proposal developed and recommendation forwarded to the relevant staff for consideration New signage developed and installed	\$5,000-\$10,000	New Operational (included in \$50k allocation)
	Join and deliver the Grow It Local program to promote locally grown food and environmentally-responsible living <ul style="list-style-type: none"> Maintain an annual program of Grow It Local opportunities delivered by the City (such as workshops on growing vegetables) Implement promotional campaign encouraging residents to become a member of Grow It Local and register their patch Integrate waste education into the delivery of Grow It Local 	✓	✓		Executive Manager Community Services	2 years, 2022-2024	Mandurah Grow It Local program launched in October 2022. Targets: <ul style="list-style-type: none"> Increase area under cultivation Increase number of Grow It Local members with composters and worm farms Increase food waste diversion (kg/week) 2 waste education workshops delivered, or promoted to Grow It Local participants, each year 	\$19,000 per year	Existing Operational
	Develop guidelines for Sustainable Procurement	✓			WEO, Procurement Services	2024 onwards	Sustainable Procurement Guidelines developed	NA	NA
	Embed waste reduction policies into community grants	✓	✓		Executive Manager Community Services, Transform Mandurah	2024 onwards	Waste reduction policies included in community grants on an ongoing basis	NA	NA

	Action	Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	Identify and implement measures to reduce waste, including food waste, from City-run events/workshops/programs <ul style="list-style-type: none"> • After school drop-in food & wrappers • Balloons at events • Catering (internal & external) • City of Mandurah Events • Youth events • Council dinners • Council meetings & workshops • Expos & conference show bags • Kitchenette waste • Seniors Centre • Team building BBQs • Programs that involve crafts, food & transport 	✓			WEO, Executive Manager Community Services, Festivals & Events, OMAC, Recreation Centres, Recreation Services (for local sporting clubs)	Ongoing	Measures to reduce waste, including food waste, from City-run events/workshops/programs are identified and implemented on an ongoing basis	NA	NA
	Reduce operational waste at City facilities	✓			WEO, Executive Manager Community Services, Recreation Centres	Ongoing	Opportunities to reduce waste identified and implemented	NA	NA
	Reduce waste generation in all Seniors activities <ul style="list-style-type: none"> • Sustainability policy or committee • Raffle prizes • Provide compost/collection point for compostable takeaway containers or information on where they can be composted • Arts & Crafts using recycled materials • Workshops • Promote second-use table 	✓	✓		Executive Manager Community Services, Seniors and Community Centre	Ongoing	Opportunities to reduce waste identified and implemented	NA	NA
	Where appropriate, highlight waste education and encourage innovative and creative use of waste in art exhibitions and programs	✓	✓	✓	Executive Manager Community Services	Ongoing	Opportunities for waste education through themed exhibits are identified and implemented on an ongoing basis	TBC	Existing Operational
	Develop a policy/procedure for sustainably repurposing and/or discarding library stock		✓		Executive Manager Community Services	2023/24	Program/policy developed and delivered	NA	NA

	Action	Objective			Assigned To	Timeframe	Key Performance Indicator	Cost	Funding Source
		Avoid	Recover	Protect					
	Develop themed exhibits at libraries about waste	✓	✓		Executive Manager Community Services	Ongoing	Opportunities for waste education through themed exhibits are identified and implemented on an ongoing basis	\$1,000	New Operational (included in \$50k allocation)
	Empower youth to become leaders in waste avoidance, reduction & recovery (e.g. Junior Council, Youth Advisory Group)	✓	✓		Executive Manager Community Services, WEO	Ongoing	Waste education workshop delivered to each new Junior Council and Youth Advisory Group	NA	NA

City of Mandurah

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Council Meeting
23 May 2023

Council Report

