

NOTICE OF MEETING

ORDINARY COUNCIL

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

Tuesday 31 October 2023 at 5.30pm

CASEY MIHOVLOVICH
Chief Executive Officer
23/10/2023

AGENDA

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

4. IMPORTANT NOTE

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

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

See attachment 5.1

6. AMENDMENT TO STANDING ORDERS

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

7. PUBLIC QUESTION TIME

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

10. LEAVE OF ABSENCE REQUESTS

11. PETITIONS

12. PRESENTATIONS**13. DEPUTATIONS**

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

14. CONFIRMATION OF MINUTES

13.1 Ordinary Council Meeting: 26 September 2023

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

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

16.1 Questions of which due notice has been given

16.2 Questions of which notice has not been given

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

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

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

21. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

22. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

23. LATE AND URGENT BUSINESS ITEMS

24. CONFIDENTIAL ITEMS

25. CLOSE OF MEETING

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

7.2 BETH PATERSON: LAWS GOVERNING COMMERCE AND NATIVE TITLE CLAIMS

Question 5

What areas within Mandurah are impacted by this claim?

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



7.3 STEVEN ZIELINSKI: REFERENDUM, FORESHORE POOL AND MARC ROOF

Question 4

How much have you spent on the foreshore project?

City of Mandurah Response

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

7.4 WENDY HEATHCOCK: VIDEO SURVEILLANCE CAMERAS

Question 1

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

City of Mandurah Response

The City has 311 Video Surveillance cameras.

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

Question 2

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

City of Mandurah Response

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

Question 5

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

City of Mandurah Response

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

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

Public Area CCTV – 28 Days

Internal Facilities CCTV – 7 Days

Question 7

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

City of Mandurah Response

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

Question 9

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

City of Mandurah Response

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

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

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

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

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

Question 1

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

City of Mandurah Response

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

7.6 BRIAN PERRY: ACKNOWLEDGEMENT TO COUNTRY, CORRESPONDENCE AND RATES

Question 2

When did the policy get adopted?

City of Mandurah Response

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

The objectives of the Policy are:

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

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

Summary

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.24/7/23 25/07/2023 Budget Adoption 2023/2024

Background

Nil

Comment

Financial Summary

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

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

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

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

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

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

Statutory Environment

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

Policy Implications

Nil

Financial Implications

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

Risk Analysis

Nil

Strategic Implications

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

Organisational Excellence:

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

2023/24 Budget Variations

Adopted Budget Correction

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

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

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

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

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

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

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

2022/23 Carryover Funding Reconciliation Correction

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

Mandurah Mustangs Football Club – Facility Development

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

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

Conclusion

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

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

NOTE:

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

RECOMMENDATION

That Council:

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

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

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

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

3.5 Decrease in unutilised loans \$2,377*

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

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

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

****ABSOLUTE MAJORITY REQUIRED****

Monthly Financial Report

September 2023



City of Mandurah

September 2023

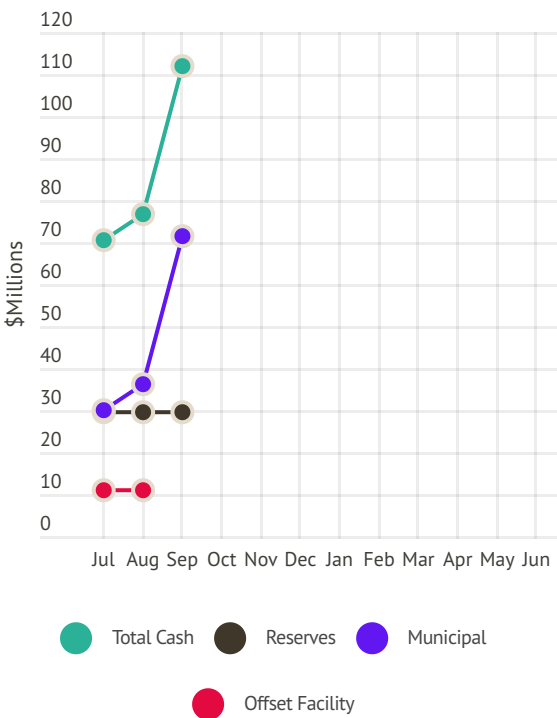
\$441k ▼

Estimated deficit at 30 June 2024 with proposed budget amendments

\$84.5million ▼

Year to Date Actual Surplus

Investments



Loans

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

Rates Outstanding

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

Sundry Debtors Outstanding

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

Budget Proposed Amendments

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

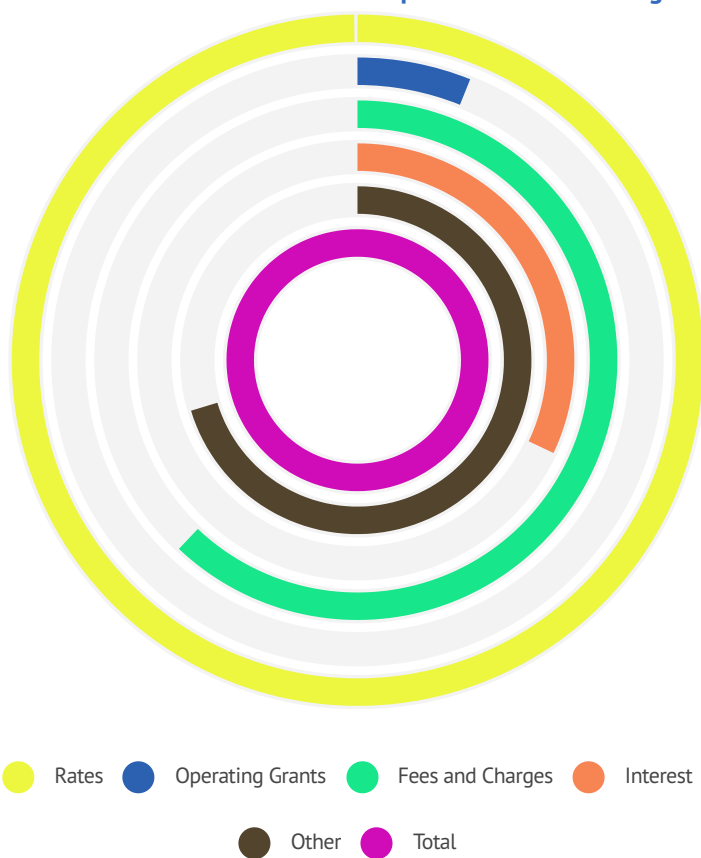
- 1 Tenders awarded during the month through CEO delegation

- 9.05% Grants received for the 23/24 year ▲
- Council Meeting 31 October 2023

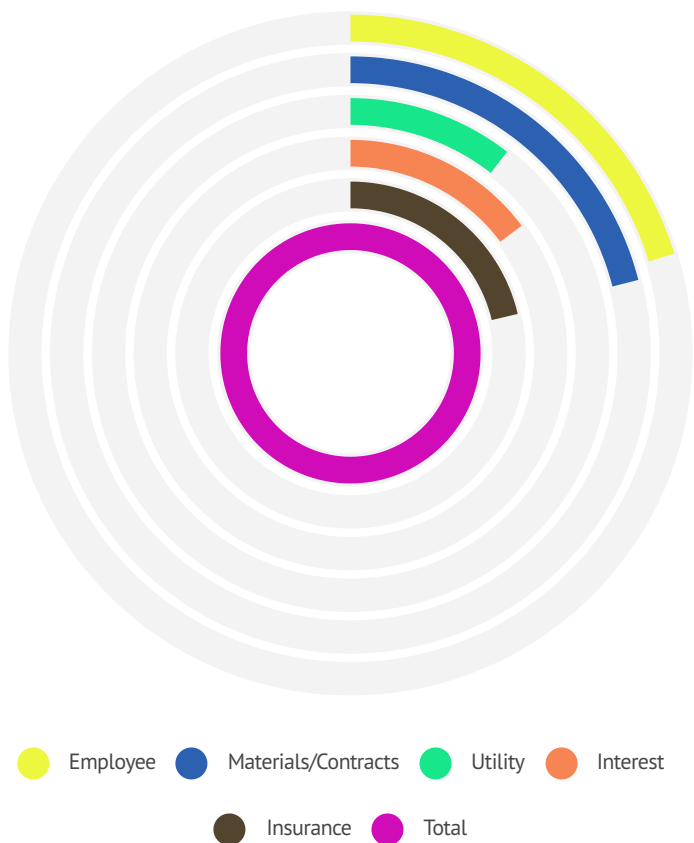
Summary

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

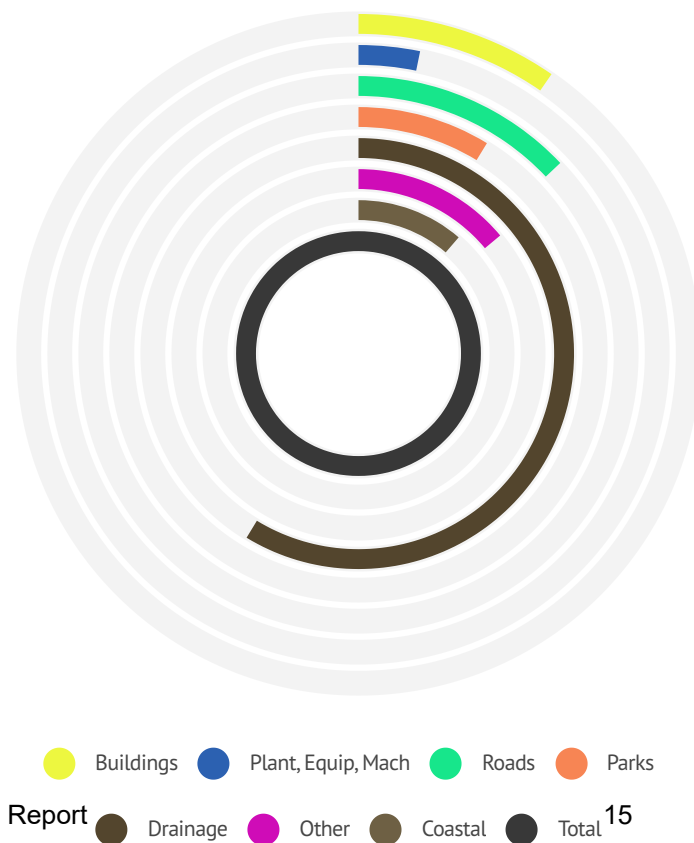
Year to Date Revenue Actuals Compared to Current Budget



Year to Date Expenditure Actuals Compared to Current Budget



Year to Date Capital Actuals Compared to Current Budget



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

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

BY NATURE OR TYPE

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

KEY INFORMATION

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

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

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

(a) Non-cash items excluded from operating activities

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

Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	-	-	(16,650)
Movement in liabilities associated with restricted cash	785,190	196,298	-
Movement in employee benefit provisions (non-current)	-	-	106,209
Add: Depreciation on assets	33,084,683	8,484,819	8,468,971
Total non-cash items excluded from operating activities	33,869,873	8,681,117	8,558,530

(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	500,000	500,000	-
Total non-cash amounts excluded from investing activities	500,000	500,000	-

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

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

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

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

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

CURRENT AND NON-CURRENT CLASSIFICATION

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

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

Interest revenue

Investment Interest Accrued	192,641
Investment Interest Matured	608,876
Rates Interest	396,773
	1,198,290

Interest Earned

\$1,198,290

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

KEY INFORMATION

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

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

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

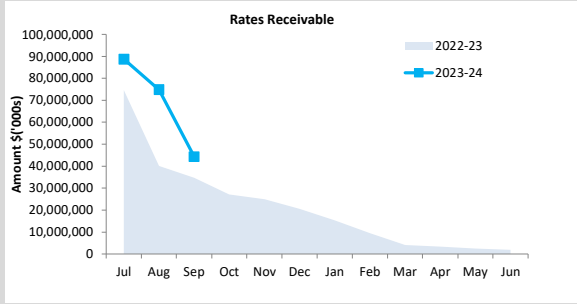
Total Municipal Cash	Unrestricted
\$111.83 M	\$82.2 M

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

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

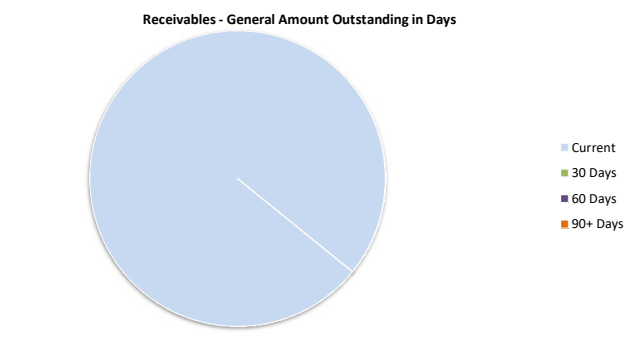
KEY INFORMATION

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



Collected	Rates Due
53.1%	\$44,341,587

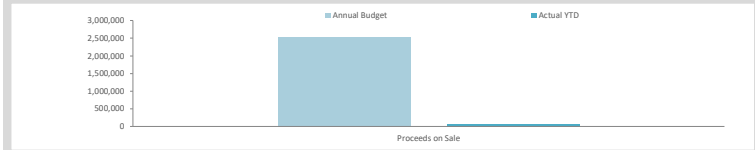
Receivables - General	30-Sep-22	Current	30 Days	60 Days	90+ Days	30 Sep 23
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable	1,141,575	279,779				279,779
Recreation Centres	179,944	173,357				173,357
Mandurah Ocean Marina	526,525	(121,242)				(121,242)
GST receivable	396,183	1,032,849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



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

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

KEY INFORMATION



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

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

NOTE 5
TENDERS/QUOTES AWARDED FOR THE MONTH

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

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

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

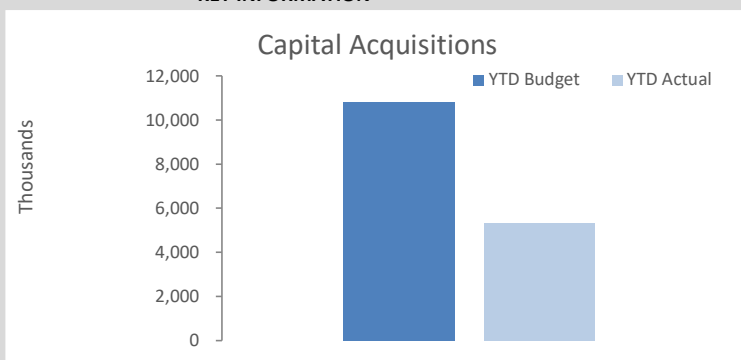
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

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

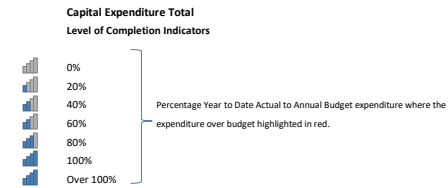
SIGNIFICANT ACCOUNTING POLICIES

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
	\$49.12 M	\$5.32 M	11%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$15.18 M	\$1.59 M	10%



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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Land							
Buildings							
750686	22-23 Enhancements to Reserve Changerooms	23,300	41,205	10,301	0	41,205	Construction complete. Finances to be finalised.
750688	22-23 MPAC Internal Refurb	55,000	55,000	13,750	71,785	(16,785)	Design only. Overspend being investigated.
750689	Works & Services Building Refurb	555,376	655,376	163,844	8,504	646,872	Construction to commence Q3.
750690	Install walls and roof to the Camera Deck at Rushton Main	15,500	15,500	3,875	0	15,500	Construction to commence Q3.
750694	Tims Thicket Waste Facility - Decommissioning	10,000	10,000	2,500	0	10,000	Construction to commence Q4.
750695	WMC - Upgrade Fire Fighting Infrastructure	150,000	150,000	37,500	0	150,000	Construction to commence Q3.
750696	MPAC - External Steelwork	85,000	85,000	21,250	0	85,000	Construction to commence Q3.
750702	Civic Building Roof Renewal	66,065	100,665	25,166	43,025	57,640	Design only.
750706	Mandurah Community Museum Roof & Gutters	34,326	67,157	16,789	0	67,157	Construction complete. Finances to be finalised.
750708	MARC Sauna Expansion & Refurbishment	35,000	35,000	8,750	14,364	20,637	Construction 95% complete.
750710	PBSLSC - External Steelwork Painting	30,000	30,000	7,500	0	30,000	Construction to commence Q2.
750712	Refurbishment of Billy Dower Youth Centre	45,000	46,500	11,625	0	46,500	Construction to commence Q3.
750655	MARC Leisure Pool Acoustics	307,400	307,400	76,850	0	307,400	Construction to commence Q3.
750647	Dawesville Community Centre	489,370	418,170	104,543	30,417	387,753	Refer to Financial Report, Key Capital Projects table.
750657	MPAC Internal Refurb	27,793	26,553	6,638	0	26,553	Construction complete. Finances to be finalised.
750660	WMC Tipping Shed	142,616	153,939	38,485	0	153,939	Construction to commence Q3.
750661	Works & Services Building Refurb	102,805	82,920	20,730	61,819	21,101	Construction complete. Finances to be finalised.
750679	Solar Plan 2021/22	45,260	45,260	11,315	46,020	(760)	Construction complete. Finances to be finalised.
750678	ManPAC RVIF Lighting	266,755	216,283	54,071	0	216,283	Construction 10% complete.
750681	MARC Roof Repairs	3,860,829	6,034,628	1,508,657	401,266	5,633,363	Refer to Financial Report, Key Capital Projects table.
750726	Changing Places Eastern Foreshore Mandurah	140,075	140,075	35,019	0	140,075	Construction 20% complete.
750729	MPAC Fly Tower and Auditorium Facade Cladding and Roof	98,611	89,731	22,433	36,860	52,871	Construction to commence Q3.
750730	Falcon eLibrary Air Conditioning	144,643	92,554	23,139	5,925	86,630	Construction complete. Finances to be finalised.
750754	23-24 Administration Centre - HVAC Renewal Design	112,421	112,421	12,421	12,421	100,000	Design only.
750738	23-24 Automatic Transfer Switch for the MARC Generator	56,175	56,175	22,842	6,175	50,000	Construction to commence Q2.
750733	23-24 Cinema HVAC Replacement	224,710	224,710	24,710	25,430	199,280	Design only.
750732	23-24 Dawesville Community Centre	2,247,318	2,247,318	247,318	247,486	1,999,832	Refer to Financial Report, Key Capital Projects table.
750734	23-24 Enhancements to Reserve Changerooms (unisex amenities)	112,421	112,421	12,421	12,421	100,000	Construction to commence Q3.
750740	23-24 MPAC Flytower Roof and Cladding Renewal	168,597	168,597	18,597	23,097	145,500	Construction to commence Q2.
750735	23-24 MPAC Minor Renewal & Upgrade Works	337,131	337,131	37,131	37,131	300,000	Construction to commence Q3.
750737	23-24 Solar Plan	56,175	56,175	6,175	6,175	50,000	Construction to commence Q3.
750741	23-24 BR Avalon Foreshore Ablution Building Renewal (Design)	45,850	45,850	15,850	5,850	40,000	Design only.
750742	23-24 BR Billy Dower Youth Centre Flooring	41,561	41,561	4,561	4,561	37,000	Construction to commence Q3.
750743	23-24 BR EMCC - Mandurah Community Centre Flooring	129,247	129,247	14,247	14,247	115,000	Construction to commence Q3.
750744	23-24 BR EMCC - Tuart Avenue Building Flooring	59,528	59,528	6,528	6,528	53,000	Construction to commence Q3.
750745	23-24 BR Falcon Library Flooring	48,267	48,267	5,267	5,267	43,000	Construction to commence Q3.
750746	23-24 BR Falcon Library HVAC	56,175	56,175	6,175	7,795	48,380	Construction to commence Q2.
750747	23-24 BR Lions Club of Mandurah Flooring	20,179	20,179	2,179	2,179	18,000	Project is not proceeding in 2023-24.
750748	23-24 BR Mandurah Bowling and Recreation Club Flooring	33,723	33,723	3,723	3,723	30,000	Construction to commence Q3.
750749	23-24 BR Mandurah Community Museum House Flooring	28,088	28,088	3,088	3,088	25,000	Construction to commence Q3.
750750	23-24 BR Rushton Park Stadium Flooring	157,335	157,335	17,335	17,335	140,000	Construction to commence Q3.
750751	23-24 BR Rushton Park North Pavilion Roof	393,307	393,307	43,307	43,307	350,000	Construction to commence Q3.
750752	23-24 BR Civic Centre HVAC & Roof (Design)	231,117	231,117	1,117	1,117	230,000	Design only.
750753	23-24 Site Main Switchboard Program	56,175	56,175	6,175	6,175	50,000	Ongoing Program 2023/24.
750756	23-24 MPAC HVAC Renewal (Design)	224,710	224,710	24,710	24,710	200,000	Design only.
750700	Administration Building - Foyer Upgrade	0	20,823	5,206	2,650	18,173	Construction complete.
750671	Mandurah Library Roofing Project 21/22	0	21,150	5,287	1,752	19,398	Construction complete.
750687	22-23 LED Buildings Plan	0	20,762	5,191	27,777	(7,014)	Construction complete. Finances to be finalised. Overspend being investigated.
750705	22-23 Mandurah Community House	0	16,587	4,147	2,916	13,671	Construction complete.
750757	MMFNC Mustangs Reimbursement - CSRFF	0	47,106	11,777	47,106	0	Complete.
750758	PBSRC Small Grants - CSRFF	0	45,832	11,458	0	45,832	Construction to commence Q2.
750725	Other Buildings Renewal	0	14,390	3,598	21,395	(7,005)	Construction % complete. Overspend being investigated.




















































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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Bridges							
	880012 Lakelands-Madora Bay Pedestrian Bridge	0	74,415	18,604	27,576	46,839	Design only.
Parks							
	700516 Yalgorup National Park	381,719	381,719	95,430	0	381,719	Consultant work underway.
	700547 Tickner Reserve Playground	45,000	45,000	11,250	47,059	(2,059)	Construction complete. Overspend being investigated.
	700498 Tickner Reserve Final Stage	70,374	70,374	17,593	39,751	30,623	Construction complete.
	700545 Suncrest Meander Playground	35,000	35,000	8,750	37,527	(2,527)	Construction complete. Overspend being investigated.
	700535 St Ives Boardwalk	94,167	94,167	23,542	8,676	85,491	Construction to commence Q2.
	700533 2022-23 South Harbour Paving Upgrades	64,046	70,148	17,537	14,034	56,113	Construction to commence Q2.
	700536 Seascapes boardwalk, steps lookout node	282,503	282,503	70,626	24,804	257,699	Construction 70% complete.
	700566 Bruce Cresswell Reserve Stage 1 of 2	130,020	130,133	32,533	7,100	123,033	Construction to commence Q2.
	700534 Riverside Boardwalk	93,901	93,901	23,475	10,524	83,377	Construction complete. Finances to be finalised.
	700494 Pleasant Grove Foreshore	64,132	64,133	16,033	6,783	57,349	Construction complete. Finances to be finalised.
	700529 Observation Deck, Watersun Drive	87,000	87,000	21,750	0	87,000	Construction to commence Q2.
	700521 Lakes Lawn Cemetery - Plinths and Irrigation Upgrade	33,528	24,840	6,210	0	24,840	Construction complete. Finances to be finalised.
	700548 Karri Karri Pass Playground	45,000	45,000	11,250	47,996	(2,996)	Construction complete. Overspend being investigated.
	700523 Kangaroo Paw Park	34,492	67,142	16,785	37,578	29,564	Construction complete. Finances to be finalised.
	700530 Falcon Bay Stage 5 of 5	377,929	376,849	94,212	25,001	351,848	Construction to commence Q2.
	700518 Eastport Foreshore Upgrade	148,534	135,341	33,835	20,482	114,858	Construction 30% complete.
	700515 Mandurah Netball Feasibility Study - CSRFF	35,704	35,704	8,926	0	35,704	Feasibility study in progress.
	700480 Central Irrigation Management System Renewal	90,000	90,000	22,500	0	90,000	Construction to commence Q3.
	700478 Meadow Springs Golf Course Fence	40,000	40,000	10,000	0	40,000	Construction to commence Q3.
	700544 Central Irrigation Management System	90,000	90,000	22,500	0	90,000	Construction to commence Q3.
	700546 Bruce Cresswell Reserve Playground	49,800	49,800	12,450	53,041	(3,241)	Construction complete. Overspend being investigated.
	700549 Bortolo Reserve Playground	52,390	52,390	13,097	55,204	(2,815)	Construction complete. Overspend being investigated.
	700485 Bortolo Park Drainage Basin	23,228	15,254	3,814	859	14,396	Construction 90% complete.
	700531 2022-23 Falcon Reserve Activation Plan - Implementation	27,990	23,994	5,999	6,311	17,684	Construction 85% complete.
	700514 Bortolo Fire Track Water Infrastructure	18,877	18,149	4,537	6,468	11,681	Construction to commence Q3.
	700582 23-24 Bin Enclosures Upgrade	58,131	58,131	20,631	8,131	50,000	Construction to commence Q2.
	700580 23-24 Blythwood Reserve	332,257	332,257	32,257	36,385	295,872	Construction to commence Q2.
	700575 23-24 Coodanup Foreshore	1,379,218	1,379,218	509,218	121,968	1,257,250	Refer to Financial Report, Key Capital Projects table.
	700577 23-24 Merlin Street Activation Plan - Implementation	417,234	417,234	47,234	47,234	370,000	Construction to commence Q3.
	700583 23-24 North Mandurah Irrigation Water Supply	182,234	182,234	7,234	7,234	175,000	Construction to commence Q2.
	700584 23-24 BMX/Pump Track Renewal	83,248	83,248	43,248	3,248	80,000	Construction to commence Q2.
	700581 23-24 Wilderness Reserve	537,192	537,192	37,192	37,192	500,000	Construction to commence Q3.
	700585 23-24 BW Henson St Beach Access	138,781	138,781	13,381	13,381	125,400	Construction to commence Q3.
	700586 23-24 BW Warrunup Spring Reserve Boardwalk (Design)	27,699	27,699	21,033	17,699	10,000	Design only.
	700587 23-24 BW Westview Parade Foreshore Boardwalk Renewal	25,243	25,243	12,522	12,522	12,721	Construction to commence Q2.
	700593 23-24 Irrigation Renewal Program	90,435	90,435	45,435	435	90,000	Ongoing Program 2023/24.
	700613 23-24 Parks and Reserves Signage New	40,998	40,998	10,998	998	40,000	Construction to commence Q2.
	700594 23-24 PR BBQ Renewal Program	215,841	215,841	110,388	4,935	210,906	Ongoing Program 2023/24.
	700595 23-24 PR Falcon Reserve	34,751	34,751	18,251	1,751	33,000	Construction to commence Q2.
	700596 23-24 PR Parks Furniture Renewal	28,965	28,965	4,065	4,065	24,900	Construction to commence Q3.
	700597 23-24 PR Performing Arts Centre - Retaining Wall	48,726	48,726	4,626	9,218	39,508	Construction to commence Q2.
	700598 23-24 PR Quandong Reserve	89,636	89,636	2,636	2,636	87,000	Construction to commence Q3.
	700599 23-24 PR Rushton Park	51,313	51,313	1,813	1,813	49,500	Construction to commence Q2.
	700600 23-24 PR Synthetic Turf Renewal	42,186	42,186	186	186	42,000	Construction to commence Q2.
	700601 23-24 PGR Abraham France	12,540	12,540	4,640	4,640	7,900	Construction to commence Q3.
	700602 23-24 PGR Blythwood Reserve	54,826	54,826	4,826	4,826	50,000	Construction to commence Q2.
	700603 23-24 PGR Coodanup Community Centre	39,064	39,064	4,764	4,764	34,300	Construction to commence Q3.
	700604 23-24 PGR Floribunda Park Stage 1	36,702	36,702	4,702	4,702	32,000	Construction to commence Q3.
	700605 23-24 PGR Montego Reserve	57,831	57,831	4,831	4,831	53,000	Construction to commence Q3.
	700606 23-24 SF Catapillar Park	21,283	21,283	21,283	17,678	3,605	Construction complete.
	700607 23-24 SF Floribunda Park	43,345	31,778	1,345	1,345	30,433	Construction to commence Q3.
	700608 23-24 SF Keith Holmes Reserve	27,183	38,750	1,283	1,283	37,467	Construction to commence Q2.
	700610 23-24 Drinking Fountain Renewal	26,000	26,000	0	0	26,000	Construction to commence Q2.
	700611 23-24 FR Fisheries Boatshed (Soldiers Cove Terrace)	12,602	12,602	1,858	1,858	10,744	Construction to commence Q2.
	700612 23-24 FR Island Point	91,330	67,460	2,530	2,530	64,930	Construction to commence Q2.
	700588 23-24 FR Orion Reserve	10,858	10,858	1,858	1,858	9,000	Construction to commence Q2.
	700589 23-24 FR Rushton Park - Tennis Centre	129,107	129,107	2,822	2,822	126,285	Construction to commence Q3.
	700590 23-24 FR Sabina DR Foreshore & Madora Bay Karinga Foreshore	60,930	60,930	60,930	2,780	58,150	Construction to commence Q2.
	700591 23-24 FR San Remo Beach & Eros Reserve	39,706	39,706	39,706	2,656	37,050	Construction to commence Q2.
	700592 23-24 FR Watersun Beach	86,043	86,043	86,043	2,168	83,875	Construction to commence Q2.
	930045 23-24 Major Public Artworks	90,000	90,000	90,000	0	90,000	Ongoing Program 2023/24.
	700615 23-24 SF Badgerup Park	60,669	60,669	60,669	1,769	58,900	Construction complete. Finances to be finalised.
	700616 23-24 Missing Person Memorial Mandurah Upgrade	20,000	20,000	20,000	0	20,000	Construction to commence Q3.
	700619 23-24 Dawesville Channel SE Foreshore Upgrade Stage 1	825,136	825,136	75,136	75,136	750,000	Construction to commence Q2.
	700519 22-23 South East Dawesville - Boundary	0	11,835	2,959	154	11,681	Construction complete. Finances to be finalised.
	700527 22-23 Mandurah Ocean Marina Bocce Court	0	20,000	5,000	16,924	3,077	Construction complete. Finances to be finalised.
	700532 22-23 Merlin Street Activation Plan	0	27,769	6,942	23,489	4,280	Design only. Overspend being investigated.
	700610 23-24 The Sails - Marina Chalets	0	17,640	17,640	17,640	0	Construction complete.

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700622	Milgar Reserve BMX Starting Gate		0	114,000	28,500	0	114,000	Construction to commence Q2.
700623	Thompson Street Netball Court Resurface		0	120,000	0	0	120,000	Construction to commence Q2.
Roads								
501130	City Centre Streetscape Upgrades		100,000	120,023	30,006	0	120,023	Design only.
501131	Dawesville Channel SE Foreshore Upgrade		141,150	140,850	35,213	0	140,850	Design only.
501135	Resurface of the Driveway to the Mandurah Tennis Club		16,327	16,327	4,082	0	16,327	Construction to commence Q2.
501136	Senior Citizens Carpark		100,000	99,287	24,822	45,268	54,019	Construction 95% complete.
501137	Torcello Mews Canal PAW Renewal		30,421	30,421	7,605	0	30,421	Construction complete in 2022-23.
501139	WMC - Upgrade Recycling Area Stage 1		20,000	20,000	5,000	0	20,000	Construction to commence Q4.
501116	SP Pleasant Grove POS		38,707	38,707	9,677	18,276	20,430	Construction complete. Finances to be finalised.
501142	SL Light pole replacement		104,198	104,198	26,050	0	104,198	Ongoing Program 2023/24.
501148	RR Olive Road		151,512	70,071	17,518	63,401	6,670	Construction 95% complete.
501169	RS Stock Road, Parklands		48,200	48,200	12,050	0	48,200	Construction to commence Q2.
501113	SP Halls Head PSP		773,890	644,722	161,180	645,577	(855)	Construction 85% complete.
501175	22-23 TM Discretionary Traffic Management		70,733	67,936	16,984	59,573	8,363	Construction complete. Finances to be finalised.
501127	Falcon Reserve Activation Plan - Stage 3		57,826	171,147	42,787	140,938	30,209	Construction 90% complete.
501089	RC Peel Street Stage 3		1,343,906	996,061	249,015	152,934	843,127	Construction 85% complete.
501181	TM Estuary Road Delineation		27,672	8,399	2,100	8,355	44	Construction complete. Overspend being investigated.
501182	SL Old Coast Road/McLarty Road/Leeward Road Ent		43,526	39,180	9,795	0	39,180	Construction to commence Q3.
501183	SL Lakes Road/Murdoch Drive		84,977	80,632	20,158	0	80,632	Construction to commence Q3.
501129	Trails Project		696,345	720,161	180,040	181,405	538,756	Consultant work underway.
500016	Smart Street Mall Upgrade		701,274	699,173	61,274	61,274	637,899	Construction to commence Q3.
501187	23-24 Dawesville Channel SE Foreshore Upgrade		20,829	10,829	10,829	10,829	0	Design only.
501247	23-24 Ormsby Terrace Car Park		68,037	68,037	48,037	48,037	20,000	Design only.
501248	23-24 Sutton Farm - Car Parking		113,680	113,680	43,680	43,680	70,000	Design only.
501188	23-24 WMC Road Reseal		49,100	49,100	9,100	9,100	40,000	Construction to commence Q3.
501191	23-24 CP Stewart Street		48,489	48,489	4,489	4,489	44,000	Construction to commence Q2.
501192	23-24 SP Falcon Coastal Shared Path - Stage 1		1,160,653	1,160,653	60,653	60,653	1,100,000	Refer to Financial Report, Key Capital Projects table.
501193	23-24 TM Clarice St		244,671	244,671	24,671	24,671	220,000	Construction to commence Q3.
501194	23-24 TM Mandurah Tce/Adonis Rd		70,455	70,455	12,795	12,795	57,660	Construction to commence Q2.
501195	23-24 TM Meadow Springs Drive Bridge		51,437	51,437	11,437	11,437	40,000	Design only.
501196	23-24 TM Wanjeep St		422,616	422,616	225,116	27,616	395,000	Construction to commence Q2.
501197	23-24 TM White Hill Road		570,743	570,742	217,409	40,743	530,000	Construction to commence Q2.
501199	23-24 RR Guillardon Tce/Karringa Rd		481,047	481,047	31,047	31,047	450,000	Construction to commence Q4.
501200	23-24 RR Mayfair Mews		309,729	309,729	16,729	16,729	293,000	Construction to commence Q3.
501201	23-24 RR Quarry Way		614,742	614,742	40,742	40,742	574,000	Construction to commence Q3.
501202	23-24 RR Tara St		161,193	161,193	86,193	91,807	69,386	Construction 75% complete.
501203	23-24 RS Balwina Court		90,995	90,995	47,295	3,595	87,400	Construction to commence Q2.
501204	23-24 RS Castleward St		48,347	48,347	25,847	3,347	45,000	Construction to commence Q2.
501205	23-24 RS Dalby St		65,471	65,471	34,471	3,471	62,000	Construction to commence Q2.
501206	23-24 RS Leyburn Drv		224,216	224,216	114,216	4,216	220,000	Construction to commence Q2.
501207	23-24 RS Soldiers Cove Tce and Bolton St		146,427	146,427	76,427	6,427	140,000	Construction to commence Q2.
501208	23-24 RS Tara St		87,595	87,595	45,595	3,595	84,000	Construction to commence Q2.
501209	23-24 RS Thisbe Drv		102,182	102,182	4,182	4,182	98,000	Construction to commence Q2.
501210	23-24 RS Westbourne Pass		161,906	161,906	3,906	3,906	158,000	Construction to commence Q2.
501211	23-24 RS Cambridge Drv		307,903	307,903	8,903	8,903	299,000	Construction to commence Q2.
501212	23-24 RS Carter St		45,347	45,347	3,347	3,347	42,000	Construction to commence Q2.
501213	23-24 RS Charon Rd		196,092	196,092	4,092	4,092	192,000	Construction to commence Q2.
501215	23-24 RS Council Cl		63,471	63,471	3,471	3,471	60,000	Construction to commence Q2.
501216	23-24 RS Dior Place		73,471	73,471	3,471	3,471	70,000	Construction to commence Q2.
501217	23-24 RS Everlasting Retreat		201,092	201,092	4,092	4,092	197,000	Construction to commence Q2.
501218	23-24 RS Glenroy Drv		37,347	37,347	3,347	3,347	34,000	Construction to commence Q2.
501219	23-24 RS Harvey View Drv		141,844	141,844	3,844	3,844	138,000	Construction to commence Q2.
501220	23-24 RS Hibiscuss Rise		43,347	43,347	3,347	3,347	40,000	Construction to commence Q2.
501221	23-24 RS Kelly St		45,347	45,347	3,347	3,347	42,000	Construction to commence Q2.
501222	23-24 RS Littleton St		220,216	220,216	4,216	4,216	216,000	Construction to commence Q2.
501223	23-24 RS Maria Pl		105,657	105,657	3,657	3,657	102,000	Construction to commence Q2.
501224	23-24 RS Mayfair Mews		112,657	112,657	3,657	3,657	109,000	Construction to commence Q2.
501225	23-24 RS Quarry Road		221,216	221,216	4,216	4,216	217,000	Construction to commence Q2.
501226	23-24 RS Rakoa St		153,906	153,906	3,906	3,906	150,000	Construction to commence Q2.
501227	23-24 RS Rouse Rd		144,844	144,844	3,844	3,844	141,000	Construction to commence Q2.
501228	23-24 RS Sandalwood Pde		163,906	163,906	3,906	3,906	160,000	Construction to commence Q2.
501229	23-24 RS Sedgemere Tce		103,657	103,657	3,657	3,657	100,000	Construction to commence Q2.
501230	23-24 RS Skud St		77,533	77,533	3,533	3,533	74,000	Construction to commence Q2.
501231	23-24 RS Spinaway Pde		26,285	26,285	3,285	3,285	23,000	Construction to commence Q2.
501232	23-24 RS Talbot St		60,409	60,409	3,409	3,409	57,000	Construction to commence Q2.
501233	23-24 RS Thomson St		217,427	217,427	5,427	5,427	212,000	Construction to commence Q2.
501234	23-24 RS Wilkins St		107,657	107,657	3,657	3,657	104,000	Construction to commence Q2.
501235	23-24 RC Peel Street Stage 4		1,712,021	1,712,021	474,521	62,021	1,650,000	Refer to Financial Report, Key Capital Projects table.
501236	23-24 SF Street Furniture Renewal		51,803	51,803	14,303	1,803	50,000	Construction to commence Q3.
501237	23-24 SF Street Furniture Renewal		34,313	34,313	5,813	5,813	28,500	Construction to commence Q3.

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

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

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - Borrowings

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

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

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

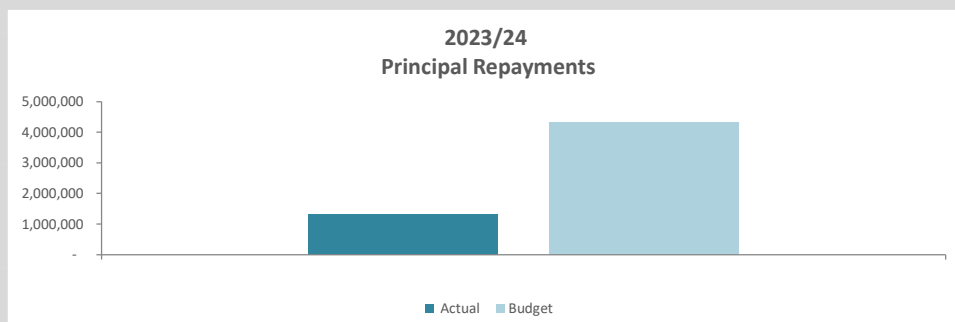
Repayments - Borrowings

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

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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



Principal Repayments
\$1,337,998
Interest Expense
\$189,656
Loans Due
\$22.42 M

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

OPERATING ACTIVITIES
NOTE 8
CASH RESERVES

Cash Backed Reserve

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

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

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

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

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

NOTE 12
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL

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

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

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

NOTE 13
EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2023-24 year is 10.00%

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

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

Summary

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

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

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

Background

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

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

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

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

Helicopter application of larvicides specifically targets mosquito larval as they develop in the water. This technique successfully reduces a high percentage of mosquito larvae that if untreated would emerge as adult mosquitoes and pose a greater risk of disease transmission within the community.

The success of any given larvicide treatment can be influenced by a range of environmental factors such as wind, tidal movements, larval development time frames, and vegetation canopy.

Comment

Climate Influences

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

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

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

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

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

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

Fortnightly ENSO Outlook values

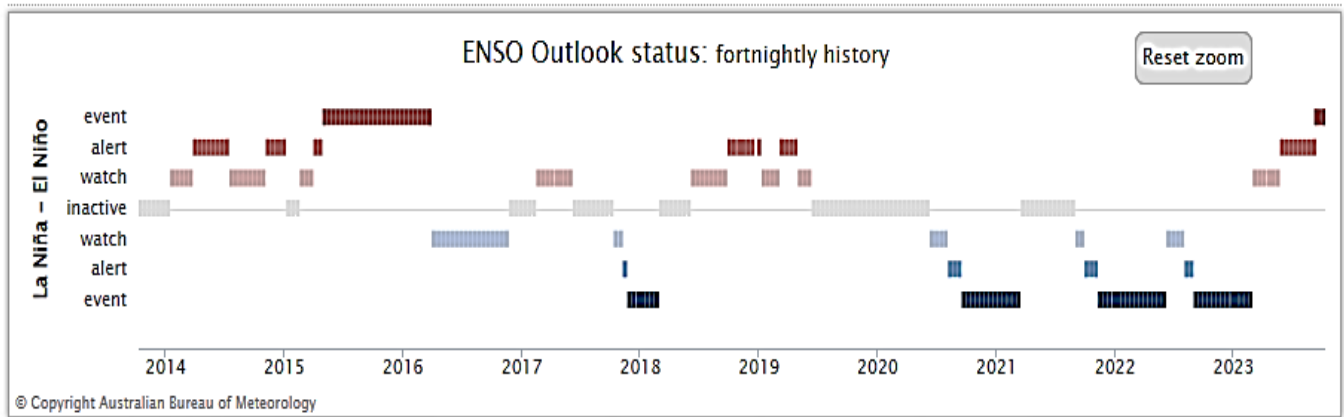


Figure 1 – ENSO timeline 2014 – 2023
(Source: Australian Bureau of Meteorology)

Regional and Local Weather

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

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

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

Water Level Observations

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

Whilst forecast variations in tidal levels within the Peel-Harvey system are often less than 30cm, actual water levels fluctuate greatly from tide predictions. Tidal surges of 40cm above predicted peak heights are a regular occurrence within the Peel-Harvey estuary. These tides known as storm surge tides are not always linked with a storm front, rainfall event or even an obvious change in our local weather. Generally, local storm surges are generated by the cold fronts crossing the southern west coast or low-pressure systems and surface troughs that extend down from northern Australia and establish over the west coast which result in changes in mean sea levels.

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

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

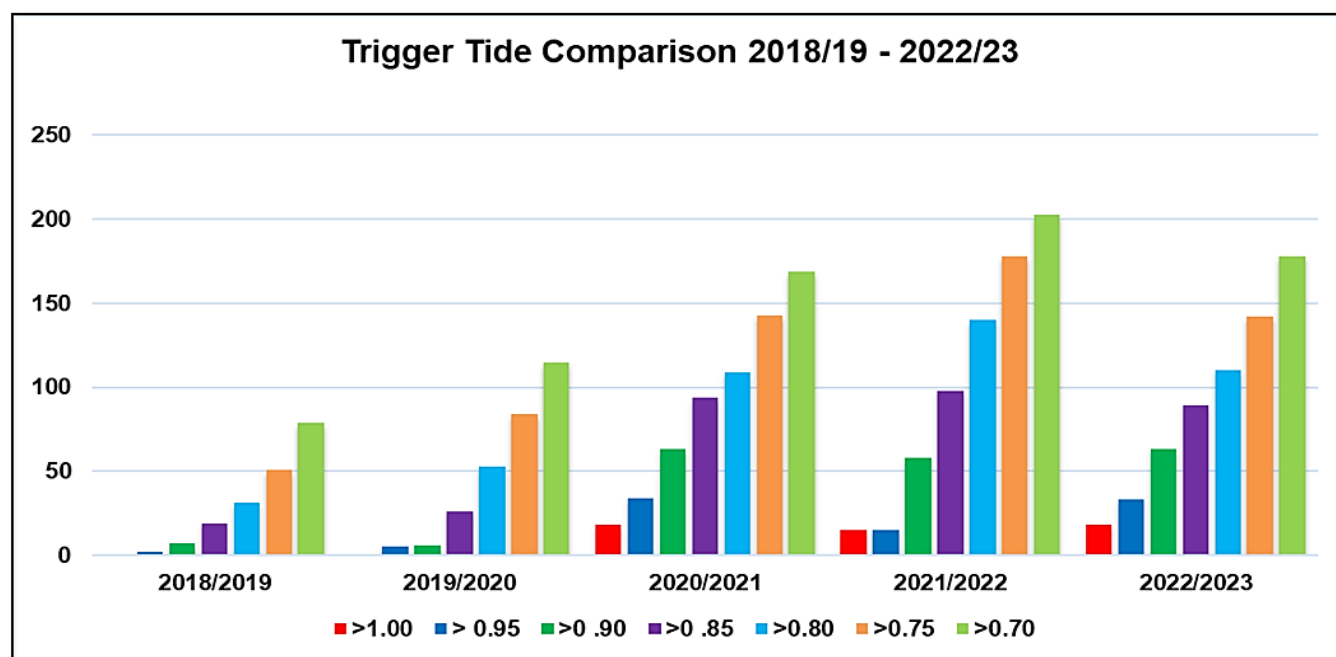


Figure 2 – Comparison of peak tide heights recorded between 2018/19 – 2022/23

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

Aerial Larviciding

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

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

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

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

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

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

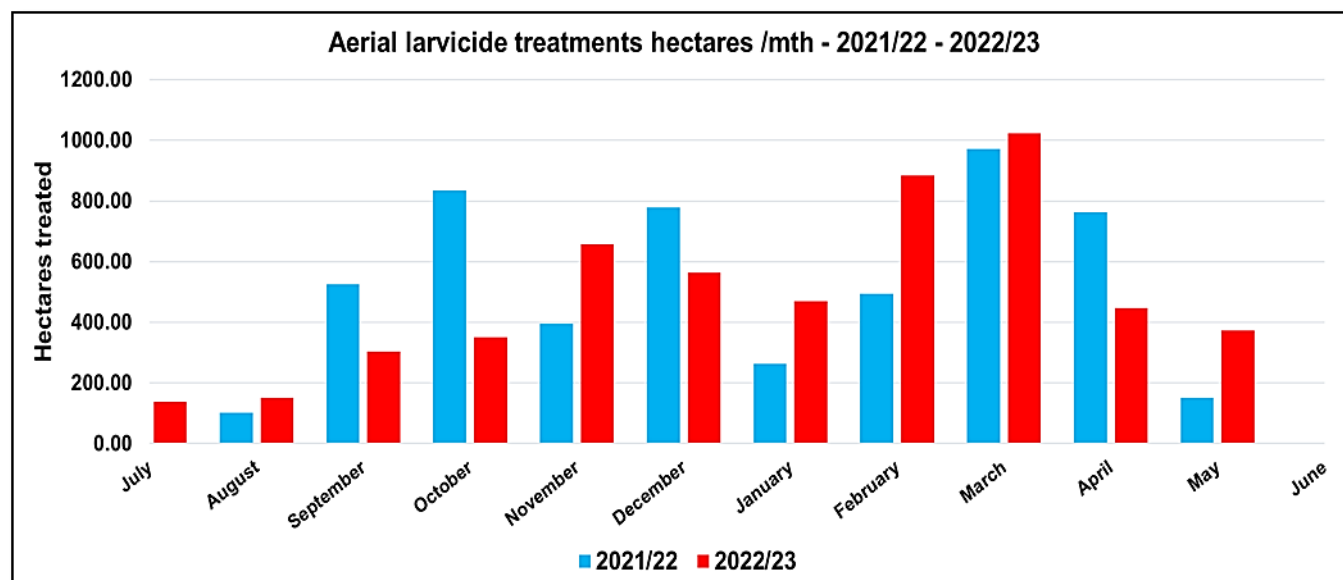


Figure 3 – Aerial larvicide treatments by month 2021/22 – 2022/23.

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

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

Mosquito Surveillance

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

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

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

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

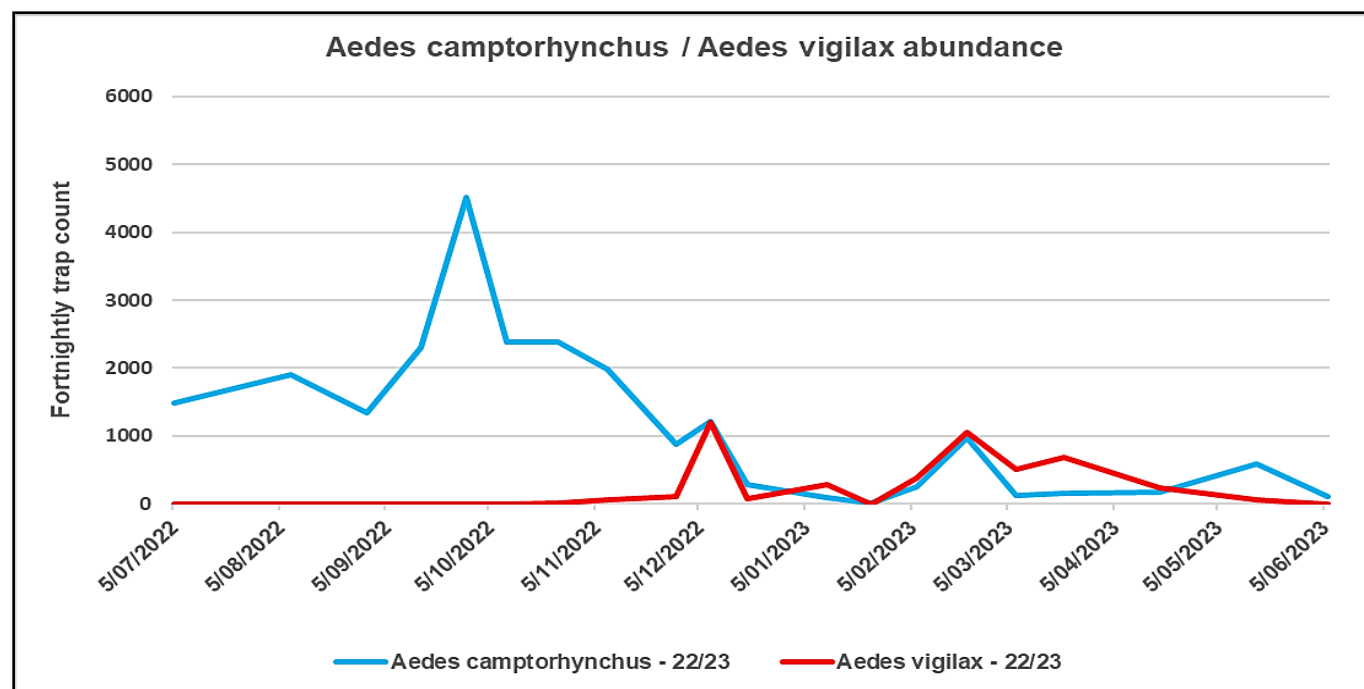


Figure 4 - Saltmarsh mosquito abundance 2022/23

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

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

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

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

Notified mosquito-borne disease cases 2022/23

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

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

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

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

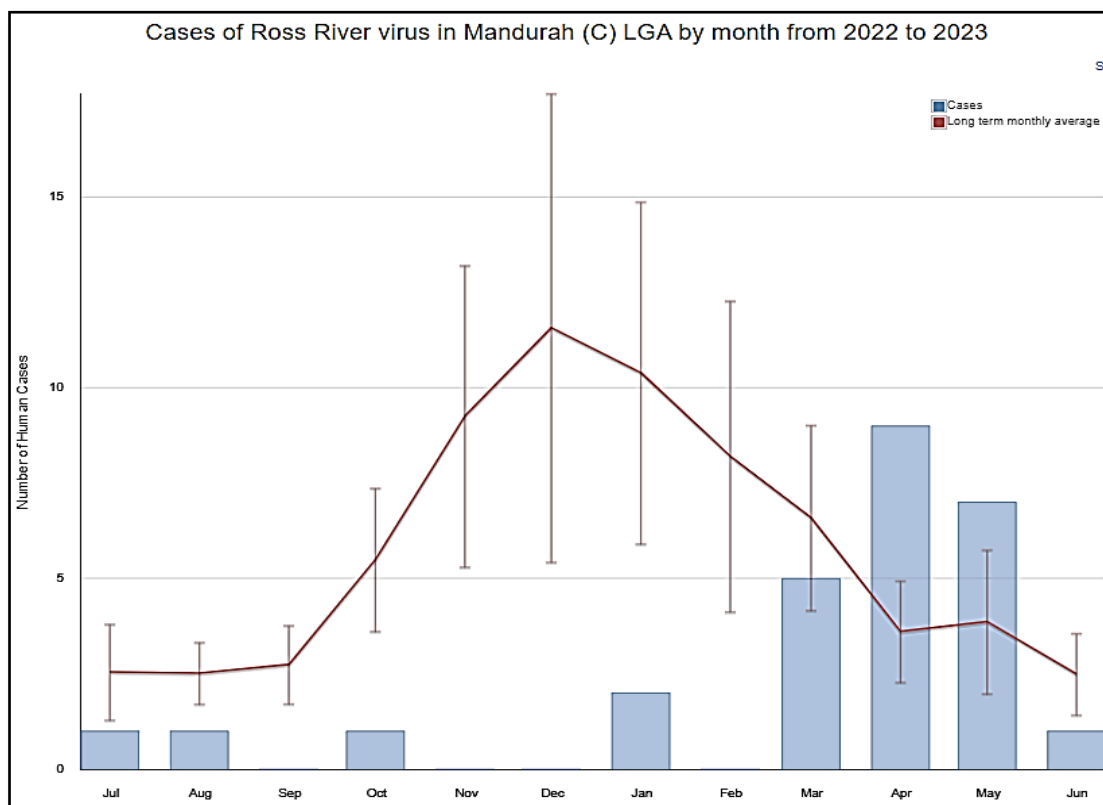


Figure 5 - Ross River virus – Mandurah 2022 - 2023.

Source: Medical Entomology Branch, WA Department of Health

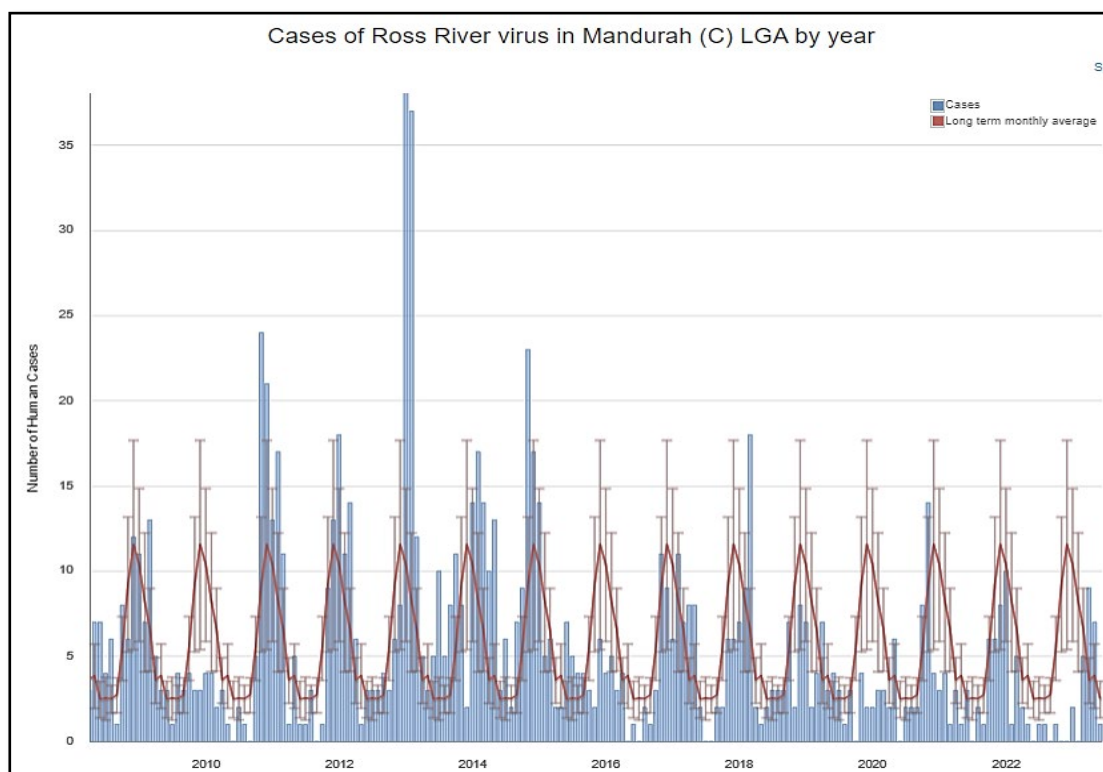


Figure 6 – Long term Ross River virus – Mandurah.

Source: Medical Entomology Branch, WA Department of Health

Mosquito-borne disease health impacts

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

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

Common symptoms include:

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

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

Community Engagement

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

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

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

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

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

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

97.3 Coast FM messaging schedule;

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

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

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

Outlook for season 2023/24

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

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

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

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

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

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

Risk Analysis

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

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

Peel Mosquito Management Group

The effective administration of the PMMG is essential to ensure the successful management of mosquitoes in the region. The group met on four occasions during the 2022/23 mosquito management season as well as attending regional meetings relating to mosquito management matters.

These meetings were attended by local government officers and elected members from PMMG local government as well as representatives from the DoH. In addition, the meetings facilitate ongoing collaboration between the PMMG members to continuously identify and implement improvements within the program.

Examples of key discussions during 2022/23 include:

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

Financial Reporting

A total of \$365,533 in funding was received for season 2022/23 by the PMMG in addition to carryover larvicide stock from season 2021/22. Expenditure by the PMMG in season 2022/23 resulted in the sum of \$364,330 being expended on larvicide procurement. In addition to the allocation for larvicide costs, the City of Mandurah contributed an estimated \$275,000 in labour, vehicles, equipment, and resources for public education during the 2022/23 season.

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

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

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

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

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

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

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

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

Department of Health - Review of CLAG funding scheme

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

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

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

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

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

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

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

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

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

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

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

Strategic Implications

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

Social:

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

Health:

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

Organisational Excellence:

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

Conclusion

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

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

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

RECOMMENDATION

That Council:

- 1. Receives the City of Mandurah Mosquito Management Program: 2022/23 Annual Report.**
- 2. Approves the communication of this report to following key stakeholders:**
 - **Department of Health;**
 - **The Minister for Health and local Parliamentary Representatives;**
 - **Peel Mosquito Management Group member local governments**
 - **Peel Development Commission;**
 - **Department of Water Environment and Regulation; and**
 - **Mandurah Environmental Advisory Group.**
- 3. Notes the City's support for the Department of Health Fight the Bite Campaign.**
- 4. Acknowledges the ongoing support provided by the Department of Health in the implementation of improvements in the Peel Mosquito Management Program.**
- 5. Acknowledges the importance of the State Government's ongoing commitment to the annual programs, and in accordance with the Dawesville Channel Environmental Review and Management Program.**
- 6. Supports ongoing advocacy by the Mayor and City Officers on the review of the current CLAG funding model to ensure that adequate funding is available to effectively manage mosquitoes during seasonal variations and ongoing funding support for winter treatments.**

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

Summary

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

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

Background

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

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

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

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

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

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

Comment

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

MEAG Comment

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

Consultation

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

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

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

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

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

Statutory Environment

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

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

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

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

Policy Implications

Nil

Financial Implications

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

Risk Analysis

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

Strategic Implications

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

Social:

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

Conclusion

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

NOTE:

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

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

RECOMMENDATION

That Council:

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

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



This aerial map displays the San Remo area, featuring a grid of residential streets and numerous lot numbers. Three large, irregularly shaped land parcels are highlighted with red outlines. The parcels are labeled with their respective details:

- Parcel No. 19:** R 47852, 377, 2.2973ha. Located in the upper central part of the map, bounded by Currango Rd to the north and Karinga Rd to the east.
- Parcel No. 3:** R 47852, 378, 1.9175ha. Located to the east of Parcel No. 19, bounded by Karinga Rd to the north and Mandurah Rd to the east.
- Parcel No. 1:** R 47852, 999, 5151m². Located to the south of Parcel No. 3, bounded by Mandurah Rd to the north and Glenelg Way to the east.

The map also shows other local streets such as Jannali Way, Troy Pl, Ajax Pl, Orestes St, Pallas Way, Selene Way, Minos Pl, Hestia Pl, Currango Rd, Karinga Rd, Mandurah Rd, Glenelg Way, and Addington Blvd. A scale bar at the bottom left indicates distances from 0 to 80 meters, and a north arrow is positioned at the bottom center.

4	SUBJECT:	Partial Road Closure – Division Road, Mandurah
	DIRECTOR:	Business Services
	MEETING:	Council Report
	MEETING DATE:	31 October 2023

Summary

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

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

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

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

Disclosure of Interest

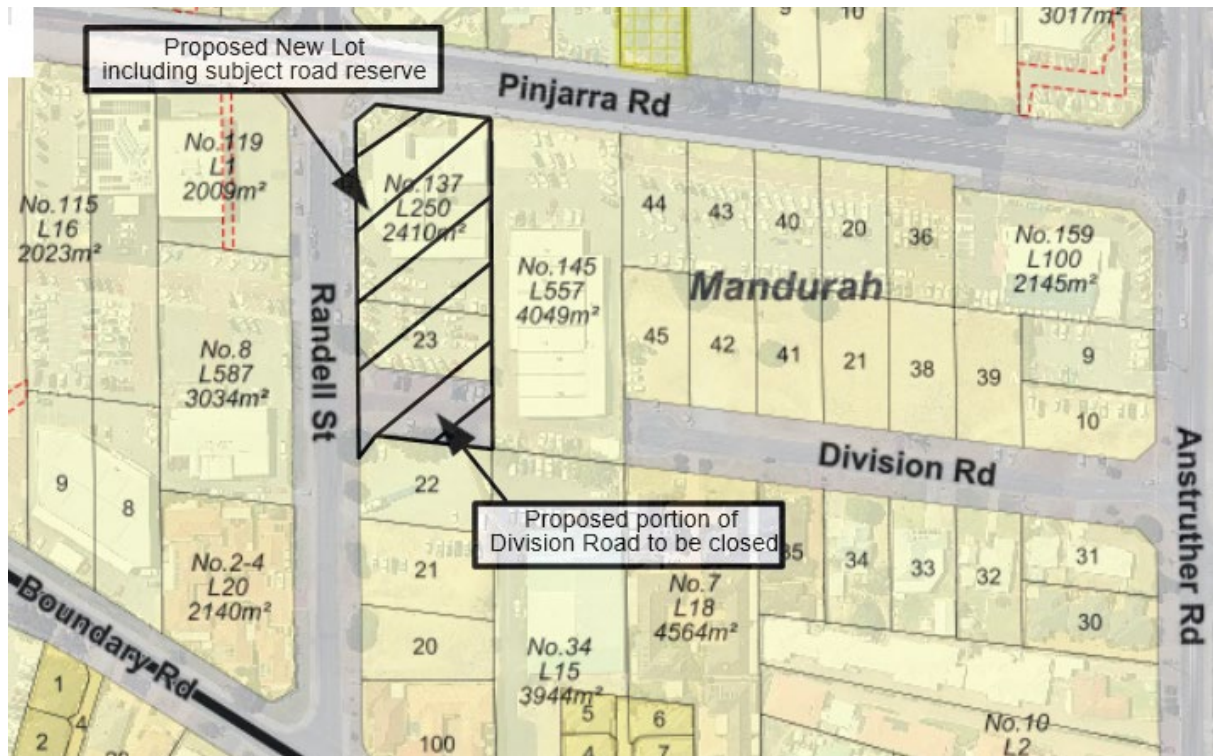
Owners, Nautica Pty Ltd

Hayward, Brian John (Director/Secretary)

Hirniak, John (Director/Secretary)

Location

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



Previous Relevant Documentation

Nil

Background

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

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

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

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

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

Comment

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

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

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

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

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

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

The proponent has advised that the proposal will enable:

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

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

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

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

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

Consultation

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

Statutory Environment

Land Administration Act 1997 (LAA)

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

Policy Implications

Not applicable

Financial Implications

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

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

Risk Analysis

Not applicable

Strategic Implications

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

Social:

- Promote safety within the community through urban design.

Conclusion

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

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

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

NOTE:

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

RECOMMENDATION

That Council:

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

Attachment 4.1 – Current Land Tenure

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



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



5	SUBJECT:	Mandurah Dolphin Research Partnership
	DIRECTOR:	Built and Natural Environment
	MEETING:	Council Meeting
	MEETING DATE:	31 October 2023

Summary

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

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

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

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

Disclosure of Interest

N/A

Previous Relevant Documentation

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

Background

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

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

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

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

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

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

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

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

Comment

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

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

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

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

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

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

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

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

Intended Outcome

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

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

Measure of Success

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

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

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

Intended Outcome

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

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

Measure of Success

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

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

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

Intended Outcome

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

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

Measure of Success

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

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

MEAG Comment

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

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

Youth Advisory Group Comment

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

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

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

Consultation

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

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

Internal Consultation

N/A

Statutory Environment

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

Policy Implications

N/A

Financial Implications

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

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

Risk Analysis

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

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

Strategic Implications

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

Economic:

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

Environment:

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

Organisational Excellence:

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

Conclusion

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

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

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

NOTE:

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

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

RECOMMENDATION

That Council:

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

ABSOLUTE MAJORITY REQUIRED



Department of **Biodiversity,
Conservation and Attractions**



Your ref:

Our ref:

Enquiries: Jason Menzies

Phone: (08) 9278 0932

Email: jason.menzies@dbca.wa.gov.au

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

Dear Dr Nicholson

MANDURAH DOLPHIN RESEARCH PARTNERSHIP

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

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

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

Expert guidance and input

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

Financial resources

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

Information sharing on significant dolphin management processes

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

Steering group meetings

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

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

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

Yours sincerely



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

24 August 2023

Mandurah Dolphin Research Partnership



October 2023

Contact:

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



Partnership

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

Background

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

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

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

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

Evaluating dolphins' contribution to ecosystem benefits and services

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

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

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

Table 1. Cultural services identified by DEWHA (2008)

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

Methods

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

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

Dolphin community monitoring

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

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

Methods

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

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

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

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

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

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

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

Budget

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

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

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

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

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

References

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6	SUBJECT:	Appointment to Committees of Council
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	31 October 2023

Summary

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

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

Disclosure of Interest

N/A.

Previous Relevant Documentation

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

Background

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

Comment

Audit and Risk Committee

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

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

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

Appointment of external independent member

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

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

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

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

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

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

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

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

Planning and Community Consultation Committee

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

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

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

Statutory Environment

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

An audit committee has the following functions —

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

Local Government Act 1995

5.100. Payments for certain committee members

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

Policy Implications

N/A

Financial Implications

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

Risk Analysis

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

Strategic Implications

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

Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.

Conclusion

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

NOTE:

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

Attachment 6.4

Confidential
Attachment 6.1

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

Independent Member Audit and Risk Committee Selection Process

RECOMMENDATION

That Council:

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

Deputy Committee Members:

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

Deputy Committee Members:

****ABSOLUTE MAJORITY REQUIRED****



Audit and Risk Committee Terms of Reference

Document Control

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

1. Committee's authority and purpose

Authority

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

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

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

Purpose

The purpose of the Committee is to:

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

2. Committee's responsibilities

The Committee is to:

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

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

3. Committee membership

Composition

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Termination of appointment

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

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

Committee member entitlements

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

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

4. Role of City staff

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

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

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

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

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

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

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

5. Committee meetings

Quorum

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

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

Attendance by Electronic Means

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

Frequency

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

Agenda

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

Public Attendance at Meetings

The Committee meeting will be open to the public.

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

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

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

Reporting

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

Confidentiality

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



Audit and Risk Committee Terms of Reference

Document Control

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

1. Committee's authority and purpose

Authority

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

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

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

Purpose

The purpose of the Committee is to:

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

2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;
- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions, and ethical accountability;

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

3. Committee membership

Composition

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

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

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

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

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*
- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

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

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

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

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

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

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

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

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

Termination of appointment

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

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

Committee member entitlements

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

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

4. Role of City staff

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

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

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

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

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

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

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

5. Committee meetings

Quorum

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

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

Attendance by Electronic Means

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

Frequency

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

Agenda

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

Public Attendance at Meetings

The Committee meeting will be open to the public.

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

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

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

Reporting

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

Confidentiality

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



Planning and Community Consultation Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
24/11/2021	24/11/2022	Establishment of Terms of Reference	Manager Governance, Procurement and Property	Chief Executive Officer	Council
24/04/2022	24/11/2022	Amendment to Clause 3: Increase to the composition from nine up to 11.	Manager Governance, Procurement and Property	Chief Executive Officer	Council
	October 2025	Reviewed to ensure alignment with the Local Government Act 1995, attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services		

1. Committee's authority and purpose

Authority

In accordance with section 5.8 of the *Local Government Act 1995 (the Act)*, the Council of the City of Mandurah (**the City**) has established a Planning and Community Consultation Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act and the *Local Government (Administration) Regulations 1996*.

The Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the [Chief Executive Officer \(CEO\)](#).

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

Purpose

The purpose of the Committee is to recommend appropriate action to Council on matters that are of significance to or have a broader impact on the community.

2. Committee's responsibilities

The Committee is to recommend appropriate action to Council on matters dealing with:

1. Matters of a strategic nature that involve formal public consultation.
2. Strategic town planning matters.
3. Land development matters.
4. Other matters referred by Council or the CEO.

3. Committee membership

Composition

The Committee shall comprise of up to 11 Elected Members. The Council can appoint one or more deputies to the Committee at any time.

The Committee shall appoint one of the 11 Elected Members as Committee Chairperson.

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

Committee members who are Elected Members must make a disclosure of interest in accordance with section 22 of the *Code of Conduct for Elected Members, Committee Members and Candidates*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

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

Termination of appointment

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

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

Committee member entitlements

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

4. Role of City staff

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

- Chief Executive Officer;
- Executive Leadership Team; and
- ~~Manager Governance, Procurement and Property.~~ [Executive Manager Governance Services.](#)

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

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

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

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

5. Committee meetings

Quorum

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

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

Attendance by Electronic Means

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

Frequency

Meetings will be held when required.

Agenda

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

Public Attendance at Meetings

The Committee meeting will be open to the public.

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

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

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

Reporting

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

Confidentiality

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



Planning and Community Consultation Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
24/11/2021	24/11/2022	Establishment of Terms of Reference	Manager Governance, Procurement and Property	Chief Executive Officer	Council
24/04/2022	24/11/2022	Amendment to Clause 3: Increase to the composition from nine up to 11.	Manager Governance, Procurement and Property	Chief Executive Officer	Council
	October 2025	Reviewed to ensure alignment with the <i>Local Government Act 1995</i> , attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services		

1. Committee's authority and purpose

Authority

In accordance with section 5.8 of the *Local Government Act 1995 (the Act)*, the Council of the City of Mandurah (**the City**) has established a Planning and Community Consultation Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act and the *Local Government (Administration) Regulations 1996*.

The Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

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

Purpose

The purpose of the Committee is to recommend appropriate action to Council on matters that are of significance to or have a broader impact on the community.

2. Committee's responsibilities

The Committee is to recommend appropriate action to Council on matters dealing with:

1. Matters of a strategic nature that involve formal public consultation.
2. Strategic town planning matters.
3. Land development matters.
4. Other matters referred by Council or the CEO.

3. Committee membership

Composition

The Committee shall comprise of up to 11 Elected Members. The Council can appoint one or more deputies to the Committee at any time.

The Committee shall appoint one of the 11 Elected Members as Committee Chairperson.

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

Committee members who are Elected Members must make a disclosure of interest in accordance with section 22 of the *Code of Conduct for Elected Members, Committee Members and Candidates*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

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

Termination of appointment

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

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

Committee member entitlements

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

4. Role of City staff

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

- Chief Executive Officer;
- Executive Leadership Team; and
- Executive Manager Governance Services.

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

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

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

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

5. Committee meetings

Quorum

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

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

Attendance by Electronic Means

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

Frequency

Meetings will be held when required.

Agenda

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

Public Attendance at Meetings

The Committee meeting will be open to the public.

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

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

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

Reporting

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

Confidentiality

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

7	SUBJECT:	Consideration of an Objection to a Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016
	DIRECTOR:	Director Built and Natural Environment
	MEETING:	Council Meeting
	MEETING DATE:	31 October 2023

Summary

A Section 14.5 Notice to Remove Thing Unlawfully Placed on Thoroughfare under the *City of Mandurah Local Government Property and Public Places Local Law 2016* was issued to the property owner. The notice required the removal of private structures that had been constructed on the verge within the road reserve (road verge). The property owners have not complied with the notice and subsequently, lodged an objection through a Form 4 - Objection under Section 9.5 of the *Local Government Act 1995* (the Act).

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

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

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

Disclosure of Interest

NA

Location

Refer to **Confidential Attachment 7.1**

Background

Local Government Property and Public Places Local Law 2016, Part 7 – Activities in Public Places Division 1 – General states:

General prohibitions

Subject to this local law, a person shall not –

7.1 (d) place, allow to be placed or allowed to remain on a thoroughfare or verge anything that results in a hazard for any person using the thoroughfare or verge.

Following an anonymous report on 31 March 2022, City officers investigated the construction of private structures within the road reserve. A limestone brick raised garden bed with a picket fence (west side of the property) and a limestone brick wall (on the eastern side) were observed as having been constructed partially within private property and partially within the road verge.

The private structures directly abut the public footpath and are placed over several utility services including gas, power, sewer and water services.

The private structures are considered to present a hazard to users within the road reservation, in particular, people using the public footpath. Hazards include potential collisions, trips and falls. City officers wrote to the property owners requesting the removal of the private structures, however, the matter remained unresolved. Subsequently, City officers issued a Section 14.5 Notice to Remove Thing Unlawfully Placed

on Thoroughfare under the *City of Mandurah Local Government Property and Public Places Local Law 2016* (Notice), on 22 August 2023 (**refer to Confidential Attachment 7.2**).

The notice provided the property owners with three weeks to address the matter. The notice also included information on how to apply for a review of the notice including directly to the Council of the City of Mandurah or to the State Administrative Tribunal. At the request of the property owners, City officers extended the deadline to allow time for them to consider making an objection. An objection was then lodged by the property owners through a Form 4 – Objection Under Section 9.5 of the Act.

Comment

Details of the objection and related City officer consideration is outlined below.

The Objection

The property owners have lodged an objection to the notice through a Form 4 – Objection under Section 9.5 of the *Local Government Act 1995* (**refer to Confidential Attachment 7.3**).

The property owners have also submitted a personal appeal to the City to allow the structures to remain within the road verge (**refer to Confidential Attachment 7.4**). The appeal notes that they were not aware that they were not permitted to build a garden bed on the road verge, that the slope of the road verge is an issue with washout and that the garden bed is an attractive addition to the road verge and that they maintain the road verge to a high standard.

City Officer Consideration of the Objection

Notwithstanding the information provided by the property owners with respect to their objection, City officers consider that the private structures present a hazard to users of the road reservation, in particular, people using the public footpath. Hazards include potential collisions, trips and falls.

City officers have sought further advice from the City's insurer, being the Local Government Insurance Scheme (LGIS). In summary, LGIS has confirmed that the City would be exposed to a level of liability if it allowed the non-compliant road verge structure to remain. The following points were also raised by LGIS:

- The City is ultimately responsible for the road verge.
- The City has a statutory power to take action in relation to the non-compliant road verge structure (ie. enforcing the Work Order).
- If the City allowed the non-compliant road verge structure to remain, it would be assuming, at law, some form of control or responsibility for the structure.
- If any incident occurred and a third party suffered personal injury or property damage, the City would be exposed to, at least, in some proportion of liability with the property owner.
- Ultimately, it would depend upon the circumstances of the incident and the allegations made as to whether the structure constituted a 'hazard' or risk of causing harm.

City officers also intend to issue a notice to the property owners the neighbouring property to remove the brick wall constructed on the road verge adjacent to the garden bed. It is considered that the property owners could remove the private structures from the road reserve and reconstruct appropriate private structures within their respective properties. City officers will encourage the neighbouring properties to work together to achieve an acceptable solution.

For the reasons outlined above, City officers request that Council upholds the notice and authorises City officers to enforce the removal of the private structures from the road verge.

Photographs of the subject private structures are provided (**refer Confidential Attachment 7.1**).

Consultation

Correspondence has been sent to the relevant property owners to request that they remove the private structures from the road verge. City officers have also met with the property owners, on site, to discuss the matter.

The City's insurer, LGIS, has also been consulted with in respect to the liability and insurance issues of allowing the structures to remain.

At the time of the agenda being issued, City officers have not received comments back from the service providers. Any responses received, will be provided at the Council meeting.

Statutory Environment

Local Government Act 1995

Local Government Act 1995 directs how an objection to a decision may be lodged and how to deal with an objection. The objection was lodged as per the requirement in section 9.5 of the Act which states:

9.5. Objection may be lodged

- 1) An affected person may object to a decision if the person has not applied under this Division for a review of the decision.
- 2) The objection is made by preparing it in the prescribed form and lodging it with the local government in the prescribed manner within 28 days after the right of objection arose [ie. within 28 days after the decision], or within such further time as the local government may allow.

9.6. Dealing with objection

- 1) The objection is to be dealt with by the council of the local government or by a committee authorised by the council to deal with it.
- 2) A committee cannot deal with an objection against a decision that it made or a decision that the council made.
- 3) The person who made the objection is to be given a reasonable opportunity to make submissions on how to dispose of the objection.
- 4) The objection may be disposed of by —
 - a) dismissing the objection; or
 - b) varying the decision objected to; or
 - c) revoking the decision objected to, with or without —
 - (i) substituting for it another decision; or
 - (ii) referring the matter, with or without directions, for another decision by a committee or person whose function it is to make such a decision.
- 5) The local government is to ensure that the person who made the objection is given notice in writing of how it has been decided to dispose of the objection and the reasons for disposing of it in that way.

9.7. Review

- (2) If the person lodged an objection and has been given notice in writing of how it has been decided to dispose of the objection, the person may apply to the State Administrative Tribunal for a review of the decision on the objection.

Local Government (Functions and General) Regulations 1996

The Local Government (Functions and General) Regulations 1996 [reg.33(1)] references section 9.5 of the *Local Government Act 1995*.

33. Objections to decisions, form of etc. prescribed (Act s. 9.5).

- 1) The form in which an objection may be made under section 9.5 of the Act is the form set out in Form 4 in Schedule 1.
- 2) The manner in which the objection may, within the time permitted by section 9.5 of the Act, be lodged with the local government is by giving a copy of it to the CEO.

Local Government Property and Public Places Local Law 2016

Local Government Property and Public Places Local Law 2016 outlines the general prohibitions on activities in public places. Specific to this objection is Part 7.1 (d).

Part 7 – Activities in Public Places Division 1 – General states:

General prohibitions

Subject to this local law, a person shall not –

7.1 (d) place, allow to be placed or allowed to remain on a thoroughfare or verge anything that results in a hazard for any person using the thoroughfare or verge.

Strategic Implications

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

Social:

- Promote safety within the community through urban design.

Organisational Excellence:

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

Conclusion

A notice to remove private structures within the road verge was issued to the property owners. The private structures are located within the road verge and are considered to present a hazard to users of the road reserve. Should the private structures be allowed to remain, the City would be assuming a level of responsibility for the structures and exposure to liability should any incident occur, and a third party suffer personal injury or property damage as a result of the presence of the structures.

NOTE:

Refer	<i>Confidential Attachment 7.1</i>	<i>Location and Images.</i>
	<i>Confidential Attachment 7.2</i>	<i>Property and Public Places Notice.</i>
	<i>Confidential Attachment 7.3</i>	<i>Form 4 Objection.</i>
	<i>Confidential Attachment 7.4</i>	<i>Appeal to Council.</i>

RECOMMENDATION

That Council:

1. **Having considered the Form 4 – Objection, dismisses the objection and upholds the Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016 and authorises City officers to enforce the removal of the private structures from the road verge; and**

- 2. Requests that City officers write to the property owners to advise them of item 1 above.**

8	SUBJECT:	Elected Member Appointments and Nominations
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	31 October 2023

Summary

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

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

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

Disclosure of Interest

N/A.

Previous Relevant Documentation

- | | | |
|--------------|------------|---|
| • G.4/10/21 | 26/10/2021 | Elected Member Appointments and Nominations |
| • G.13/11/21 | 23/11/2021 | Appointment to Groups |

Background

Appointments to advisory groups, external agencies, working groups and panels expire at the time of an ordinary local government election, the most recent being the 21 October 2023. Following the most recent election, the appointment of Elected Members to these groups for terms of two-years requires Council consideration and endorsement.

Comment

A brief overview of the City officer recommendation proposed to Council is provided below:

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

The following committees are established under other legislation and therefore require Elected Member representation:

- Mandurah Local Emergency Management Advisory Committee (established under the *Emergency Management Act 2005*).
- Mandurah Bush Fire Advisory Committee (established under the *Bush Fires Act 1954*).

Recommendation Two: Adoption of Mandurah Bush Fire Advisory Committee Terms of Reference.

In accordance with Section 67 of the *Bush Fires Act 1954*, local governments are required to develop a terms of reference for the Bush Fire Advisory Committees. Council is requested to adopt the City of Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 8.1*).

Recommendation Three: Nominate Elected Members for consideration of appointment for a term as specified by the Minister for Planning.

Development Assessment Panels

Correspondence has been received from the Director General, Department of Planning, Lands and Heritage requesting the nomination of replacement members for appointment by the Minister for Planning.

The Development Assessment Panel (DAP) is an independent decision-making body comprised of technical experts and elected local government representatives. These panels determine development applications made under local and region planning schemes. DAPs become the decision maker in two circumstances: when a development has an estimated cost of development above two million dollars and where the applicant chooses this option. Where the estimated cost of development is ten million dollars or more, it is mandatory.

The City is a member of the Metro Outer Joint Development Assessment Panel which comprises of five members, being three specialist members and two local members. All current local government DAP member terms will end on the 26 January 2024. To participate on the DAP, members are required to undertake training. Council members who have recently completed training include Mayor Rhys William, Deputy Mayor Caroline Knight and Councillors Peter Rogers and Jenny Green.

Under regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the City is requested to nominate two Elected Members and two alternates to sit as DAP members by 24 November 2023. Once nominations are received, the Minister will appoint local government DAP members for the term ending 26 January 2026.

The following remuneration is in accordance with Schedule 2 — Fees for DAP Members of the *Planning and Development (Development Assessment Panels) Regulations 2011*:

Presiding member per meeting to determine development applications	\$700
Any other member per meeting to determine development applications	\$425
Presiding member to determine applications to amend or cancel determination	\$200
Other member to determine applications to amend or cancel Determination	\$100
Presiding member attending proceeding in State Administrative Tribunal	\$700
Other member attending proceeding in State Administrative Tribunal	\$425
Training for DAP members	\$400
Re-training for DAP members	\$200
Presiding member to determine dispute as to compliance with notice	\$200

Recommendation Four: Rivers Regional Council

The two Elected Members who are selected to the Rivers Regional Council (RRC) will be remunerated while RRC is in operation. The City has been advised that RRC is in the process of winding up and this process should be completed by March 2024.

The Rivers Regional Council current sitting fees are set out below:

Chairman	\$5,150.00 (per quarter)
Deputy Chairman	\$2,575.00 (per quarter)
Councillors	\$1,931.25 (per quarter)
Deputy Councillor	\$ 200.00 (per meeting)

Mileage paid at 0.89 cents per kilometre and it can be claimed when travelling to and from meetings, or attending to any other Council business.

Recommendation Five: Western Australian Local Government Association Zones

The City of Mandurah received correspondence from the Western Australian Local Government Association (WALGA) requesting nominations for Elected Member delegates and deputy delegates to the WALGA Zones. Western Australian local governments are convened together in 17 zones on the basis of population, commonalities of interest and geographical alignment, with the City of Mandurah being part of the WALGA Peel Country Zone.

Further information on becoming a Zone delegate or State Councillor is provided in the Elected Member Prospectus (refer *Attachment 8.2*). Nominations must be lodged with WALGA by 3 November 2023.

Recommendation Six: Approve the Elected Member nominations for consideration by external agencies for a period of two-years, expiring on 24 October 2025.

Council is requested to put forward Elected Member nominations for consideration by the below external agencies. Elected Members should be aware that appointment to these external agencies is not automatic:

- Peel-Harvey Catchment Council (one nomination)
- Australian Coastal Council Association (one nomination)

Peel-Harvey Catchment Council

Correspondence was received from the Chief Executive Officer of the Peel-Harvey Catchment Council (PHCC) calling for nominations for local government representation on the PHCC. The appointments are for a period of two years, expiring on the 24 October 2025.

The PHCC will assess nominations and make their determination and endorsement at the PHCC December meeting. Refer to the PHCC Local Government Representative Form (refer *Attachment 8.3*) which sets out the qualifications required and further information on the PHCC Strategic Directions. The nominations are required to be submitted to PHCC by 16 November 2023.

Australian Coastal Council Association

The Australian Coastal Council Association (ACCA) contacted the City of Mandurah requesting nominations for representatives to the association's committee of management. The committee consists of two elected representatives from member local governments in each State for a term of two-years.

As a current financial member, the City of Mandurah is permitted to submit one nomination. Under the rules of the organisation only one nomination will be accepted from a local government member for election to the committee, and must be lodged by 10 November 2023. In the event that more than two nominations are received in any State, a ballot of members in that State will be held.

Recommendation Seven: Australia Day Selection Panel

Council is also requested to nominate up to five Elected Members to the Australia Day Awards Selection Panel.

Appointment of the Council Advisory Committees and other groups and panels

A Council workshop will be held in November 2023 to enable new and existing Elected Members to further consider whether Elected Member representation is required on the Council's Advisory Groups and other working groups and panels.

At the Council Meeting on 28 November 2023, Council will be requested to adopt the Terms of Reference for the following advisory groups:

- Access and Inclusion Advisory Group
- Mandurah Environmental Advisory Group
- Mandurah Community Museum Advisory Group
- Youth Advisory Group

At the Council Meeting of 22 August 2023, Council extended the membership to all members of the groups until 31 January 2024. Following Councils review of the Terms of Reference the advertising process will commence with a further report being presented to Council.

Statutory Environment

Council is requested to note that all appointments to advisory groups, external agencies, working groups and panels do not bind the Council to any decision that is made by that advisory group, external agency, working group or panel. They are not a committee of Council and do not have any authority to make any Council decision. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Relevant legislation includes:

Local Government Act 1995
Emergency Management Act 2005
Bush Fires Act 1954

Policy Implications

N/A

Financial Implications

Elected Members will be remunerated for certain external board appointments by external authorities, and these are listed within the relevant area in the report. All other representation is part of the role of an Elected Member and have minor financial implications (reimbursement of travel expenses).

Risk Analysis

Council would be in contravention of the *Emergency Management Act 2005* and/or the *Bush Fires Act 1954* without representation of Elected Member(s) on the Local Emergency Management Advisory Committee and the Bush Fire Advisory Committee.

Strategic Implications

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

Organisational Excellence:

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

Conclusion

Council is requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement, for a term of two-years; endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 8.1*); to external organisations where nominations have been requested or representation by Council is required; and to the Australia Day Awards Selection Panel.

NOTE:

- Refer ***Attachment 8.1 City of Mandurah Bush Fire Advisory Committee Terms of Reference***
Attachment 8.2 WALGA Elected Member Prospectus
Attachment 8.3 Peel Harvey Catchment Council Local Government Representative Form and Strategic Directions

RECOMMENDATION

That Council:

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 24 October 2025:
 - 1.1 Mandurah Local Emergency Management Advisory Committee
Deputy: _____
 - 1.2 Mandurah Bush Fire Advisory Committee
Deputy: _____
2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 8.1.*
3. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:
 - 3.1 Nominate the Elected Members for consideration by the Minister of Planning for the appointment on the Metro Outer Joint Development Assessment Panel:
Local Member 1 _____
Local Member 2 _____
Alternate 1 _____
Alternate 2 _____
4. Approve the Elected Member appointments to Rivers Regional Council until such time that Rivers Regional is wound up:
Deputy: _____
Deputy: _____
5. Approve the Elected Member appointments to the Western Australian Local Government Authority: Peel Country Zone for a term of two-years, expiring 24 October 2025:
Mayor Rhys Williams
Deputy: _____
Deputy: _____

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

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

5.2 Australian Coastal Council Association

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

1. _____
2. _____
3. _____
4. _____
5. _____

****ABSOLUTE MAJORITY REQUIRED****



Bush Fires Advisory Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2019	October 2021	Review of the Terms of Reference		Director Business Services	Council SP3/10/19
October 2021	October 2022	Expanded the description of the Purpose and Objectives of the Advisory Committee; amended and expanded Membership provision; expanded the Quorum provision; expanded the Voting provision; inserted Minutes, Reporting and Confidentiality provisions.	Manager Governance, Procurement and Lands	Director Business Services	
	October 2025				

1. Committee's authority and purpose

Authority

In accordance with section 67 of the *Bush Fires Act 1954* (**Bush Fires Act**) the Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Bush Fires Advisory Committee (**Advisory Committee**). The Advisory Committee will operate in accordance with all relevant provisions of the Bush Fires Act.

Purpose and Objective

The purpose and objective of the Advisory Committee is to:

- provide advice and assistance to Council regarding all matters relating to:
 - a) preventing, controlling and extinguishing bush fires in Mandurah;
 - b) the planning of the layout of fire-breaks in the district;
 - c) prosecutions for breaches of the Bush Fires Act;
 - d) the formation of bush fire brigades and the grouping thereof under group brigade officers; and
 - e) the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control; and
- cooperatively and collaboratively progress bush fire education, prevention, preparedness, response and recovery.

2. Advisory Committee's responsibilities

The Advisory Committee is to:

- have a broad understanding of bushfire legislation operating in Western Australia;
- advise the City on policy and guidelines for the effective control and prevention of bushfire; and
- contribute ideas and knowledge toward the development of fire prevention programs and promotional activities.

3. Advisory Committee membership

Composition

The Advisory Committee shall comprise of:

- a) One Elected Member;
- b) One Deputy Elected Member;
- c) The Captain and one Fire Control Officer (or their representative) from the following fire brigades:
 - Mandurah and Southern Districts Volunteer Bush Fire Brigade
 - Mandurah Volunteer Fire and Rescue Service
 - Falcon Volunteer Fire and Rescue Service
- d) The Chief Bush Fire Control Officer or his Deputy
- e) The following Supporting Officers (or the representatives):

- Coordinator, Ranger Services
- Coordinator, Emergency Management
- Department of Fire and Emergency Services District Officer
- Department of Biodiversity, Conservation and Attractions – Parks & Wildlife Officer
- Administration/Minute Taker (no voting rights).

The Advisory Committee shall elect one Committee member to be chairman.

Individual Elected Members appointed to the Advisory Committee have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Elected Members must comply with the Code of Conduct for Elected Members, Committee Members and Candidates at all times.

4. Appointment and Delegation

The City may at any time appoint such persons as it thinks fit to the Advisory Committee (Section 67 of the Bush Fires Act).

The Chief Executive Officer of the City of Mandurah (**CEO**) may appoint members to the Advisory in accordance with Delegated Authority DA-EMS 02 – *Bush Fires Act 1954*.

5. Committee meetings

Quorum

The Quorum for an Advisory Committee meeting (**Committee Meeting**) shall be one more than half the total number of members of the Advisory Committee.

The Advisory Committee shall not transact business at a meeting unless the Quorum is present.

Frequency

Committee Meetings shall be held quarterly, unless otherwise resolved by the Advisory Committee.

Voting

At all Committee Meetings each member, including the Chairperson but excluding the Administration/Minute Taker, shall have one vote only and in the case of equality of votes, the question shall be determined in the negative.

Minutes and matters arising

All meetings shall be minuted by the Minute Taker, and minutes shall be approved by the Advisory Committee at the next Committee Meeting.

Reporting

The Advisory Committee is answerable to the City, and shall, as and when required by the City, report fully on its activities.

Confidentiality

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

Declarations of Interest

Committee Members must declare interests as matter of good governance at the commencement of Committee Meetings.

Elected Member Prospectus

Becoming a Zone Delegate or State Councillor

2023

About WALGA

WALGA is an independent, member-based, not for profit organisation representing and supporting the WA Local Government sector.

Our purpose is to leverage the collective strength and influence of the Local Government sector for the benefit of WA Local Governments and their communities.

What does WALGA do?

WALGA provides value to Member Local Governments by advocating and facilitating sector solutions and policy, and by delivering member-centric, quality services.

How does WALGA work?

WALGA employs approximately 100 staff across the areas of:

- Policy, including asset management, community, emergency management, environment, infrastructure, planning, roads and waste;
- Services and advice including governance, industrial relations, procurement, recruitment, supplier panels, tender management, and training for officers and Elected Members; and
- Operational functions including events, finance, human resources, information technology, marketing and media management.

How is WALGA funded?

A number of components contribute to the WALGA operational budget. As with most member-based organisations, WALGA has an annual Membership fee paid by all Member Local Governments. To ensure fairness, the annual Membership fee is indexed to the size and capacity of each Local Government. It contributes less than 10 per cent of WALGA total turnover.

WALGA secures additional funding through charges to State and Federal departments and agencies for the administration of grants; fee-for-services selected for use by Member Local Governments; and returns from supplier contracts as part of group buying arrangements that guarantee lowest market rates for Members.

Role of Zones

State Councillors are elected to State Council from one of 17 Zones, which are groupings of Local Governments convened together on the basis of population, commonalities of interest and geographical alignment.

The relationship between State Council and Zones within the Western Australian Local Government Association is a critical one in the political representation of Local Government at the State and Federal levels.

Zones have an integral role in shaping the political and strategic direction of WALGA. Not only are Zones responsible for bringing relevant local and regional issues to the State Council decision making table, they are a key player in developing policy and legislative initiatives for Local Government.

WALGA's Constitution outlines that the functions of Zones are to:

- elect one or more State Councillors;
- consider the State Council agenda;
- provide direction and feedback to their State Councillor; and
- any other function deemed appropriate by the Zone.

Additional activities undertaken by Zones include:

- developing and advocating on positions on regional issues affecting Local Government;
- progressing regional Local Government initiatives;
- identifying relevant issues for action by WALGA;
- networking and information sharing; and
- contributing to policy development through policy forums and other channels.

Zones provide input into State Council's advocacy efforts in two critical ways:

1. by passing resolutions on items contained in the State Council Agenda; and
2. by generating new Agenda items for consideration by State Council.

Zone Motions

To generate new Agenda items for consideration by State Council, a Zone may pass a resolution requesting that WALGA take action. For example, a Zone motion may request WALGA to investigate an issue, undertake advocacy, or develop policy.

It is best practice that Zone motions are submitted with the backing of a resolution of Council. However, as Zones are self-governing and autonomous, individual Zone Delegates may submit motions for the Zone to consider.

It is recommended that the Zone be advised whether a motion to be considered has been endorsed by Council or has been submitted by an individual Zone Delegate.

Role of a Zone Delegate

Zone Delegates are elected or appointed to represent their Council on the Zone and make decisions on their Council's behalf at the regional level.

In fulfilling their role as Council's representative, the Zone Delegate should give regard to their Council's positions on policy issues.

There is also an expectation that Zone Delegates will report back to their Council about decisions made by the Zone.

Role of State Council

WALGA is governed by a President and a 24-member State Council, elected from the Local Government sector.

Each State Councillor represents a WALGA Zone. There are 5 metropolitan Zones and 12 country Zones. All 139 WA Local Governments are invited to be Members of WALGA and a Zone.

Elected Members are able to nominate to represent their Local Government on their Zone and in turn, through the Zone election process, to represent the Zone on State Council.

State Council's primary role is to govern the successful operation of WALGA and broadly includes:

- Strategy formulation and policy making;
- Development, evaluation and succession of the Chief Executive Officer;
- Monitoring financial management and performance, including the annual budget;
- Monitoring and controlling compliance and organisational performance;
- Ensuring effective identification, assessment and management of risk;
- Promoting ethical and responsible decision making;

- Ensuring effective communication and liaison with members and stakeholders; and;
- Ensuring an effective governance framework and culture.

Role of a State Councillor

State Councillors have ultimate responsibility for the overall successful operations of WALGA.

The principal roles of State Councillors relate to:

- policy positions and issues;
- the strategic direction of WALGA;
- financial operations and solvency; and
- all matters as prescribed by law.

State Councillors, as directors of a board, are required to act consistently in the “best interests of the organisation as a whole”. This effectively means that the duties of a State Councillor are owed to all Member Local Governments.

State Councillors are also expected to be champions for WALGA and for the Local Government sector.

Commitment of the Role of State Councillor

State Councillors are expected to attend State Council meetings, of which there are five ordinary meetings per year. As State Councillors are elected to State Council by their Zone, State Councillors would also be expected to attend and play a prominent role in Zone meetings, including reporting back to their Zone about WALGA’s activities and advocacy.

State Councillors are expected to attend WALGA events and functions and play an active role in representing the Local Government sector, and contributing to policy debates and other forums.

State Council operates a number of internal and external committees and policy forums. There is an expectation that State Councillors play a leading role in serving on State Council’s committees on behalf of WALGA and the Local Government sector.

State Councillors are paid an annual sitting fee and expenses incurred to attend State Council meetings are reimbursable.

Opportunities for State Councillors

State Councillors, as board members of WALGA, are key leaders in the Local Government sector in Western Australia. Not only do State Councillors represent their community on their Council, they also have the opportunity to represent their region (Zone) and the Local Government sector at the state level.

All State Councillors will be appointed to a Policy Team or the Finance & Services Committee. Policy Teams provide State Councillors with hands-on exposure to development of policy positions and submissions to Government on behalf of the WA Local Government sector. The Chair of the relevant Policy Team will also have the opportunity to attend meetings with Government Ministers to advocate on behalf of Local Government.

Become Involved

We hope that involvement in your Association – by representing your Council on the Zone, or representing your Zone on State Council – will be an enriching and rewarding experience.

Consider nominating for a position on the Zone or State Council and play a role in shaping policy and advocacy on behalf of Local Government in Western Australia!

Contacts

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Tony Brown, Executive Director Member Services
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Enquiries: Jane O'Malley
Our Ref: 094_2023_10_09_VB
File No: BO_M_100 v4



17 October 2021

Casey Mihovilovich
Chief Executive Officer
City of Mandurah
PO Box 210
Mandurah WA 6210
Via email: council@mandurah.wa.gov.au

Dear Casey

Call for Nomination for Local Government Representation (Coastal) on the Peel-Harvey Catchment Council – closes 10am Thursday 16 November 2023

On completion of the October Local Government elections, the Peel-Harvey Catchment Council (PHCC) invites you to nominate one of your Elected Members to be a Member or Proxy Member of the PHCC Board. Following receipt, all applications will be considered by an independent panel which makes recommendations on appointment to the PHCC. A determination on the successful applicant is then made and endorsed by the PHCC Board during the December Board Meeting. The successful applicant will become the Local Government Member (or Proxy), representing all Coastal local governments within the Peel-Harvey Catchment.

To assist you to select a nominee who has the capacity and ability to help guide and shape the vision of PHCC, please find attached a copy of PHCC's Strategic Directions, Annual Report, Constitution and a map of the Catchment.

A minimum of six PHCC Board meetings are held annually, usually on the third Thursday of every second month, with travel costs for these meetings reimbursed by the PHCC. Members are expected to be active ambassadors and contribute beyond general meeting attendance, working to ensure informative, productive and inclusive representation on behalf of all Coastal Councils. The successful applicant will be provided clarity as to membership expectations via an induction process and mentoring.

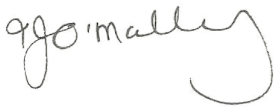
If you choose to nominate an Elected Member and their application is successful, your nominee will be joining a dedicated group with representation from across community, industry and government.

Applications are requested in writing on the attached form, with endorsement from Council, outlining the applicant's reasons for nominating and their knowledge and experience in relation to natural resource management, local government, board governance, strategic planning and/or any other relevant skills that they can bring to the PHCC.

If you would like to nominate a representative, please ensure we receive your nomination by **10am Thursday 16 November 2023**. Please don't hesitate to contact Kellie Beckwith on 6369 8800 or email kellie.beckwith@peel-harvey.org.au if you would like any further information.

I look forward to hearing from you.

Yours sincerely



Jane O'Malley
Chief Executive Officer

Enc.

1. *Nomination Form*
2. *Strategic Directions*
3. *Annual Report*
4. *Constitution*
5. *Map of Peel-Harvey Catchment*