



NOTICE OF MEETING

ORDINARY COUNCIL

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

**Tuesday 23 June 2020
at 5.30pm**

GRAEME DAVIES

Acting Chief Executive Officer

18 June 2020

AGENDA

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

Leave of Absence – Councillors Schumacher and Lynn Rodgers

4. IMPORTANT NOTE:

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

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

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

7. ANNOUNCEMENTS

City of Mandurah Standing Orders Local Law 2016 Modifications

8. PUBLIC STATEMENT TIME

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

8. LEAVE OF ABSENCE REQUESTS

Councillor Lee: 24 June 2020 to 28 August 2020, inclusive

10. PETITIONS**11. PRESENTATIONS****12. DEPUTATIONS**

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

13. CONFIRMATION OF MINUTES:

13.1 Ordinary Council Meeting: 26 May 2020 (attached).

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

16. QUESTIONS FROM ELECTED MEMBERS (WITHOUT DISCUSSION)

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

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

- 18.1 Adoption of Recommendations of Audit and Risk Committee Meeting:
Tuesday, 16 June 2020

<i>Item</i>		<i>Page No</i>	<i>Interests Declared / Additional Information</i>
AR.2/6/20	Office of the Auditor General: Information Systems Audit	4	
AR.3/6/20	Risk Management Policy and Framework	5	

19. REPORTS

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1	Recruitment of Director Place and Community and Review of Senior Employees Council Policy	1 -10	
2	Financial Report May 2020	11 – 51	Absolute majority Required
3	Waste Alliance Budget and Refuse Charge 2020/2021	52 - 56	
4	Adoption of Annual Budget for 2020/2021	57 – 155	Absolute majority Required
5	Review of Emergency Services Levy Agreement	156 – 158	
6	Asset Capitalisation and Depreciation Policy	159 – 165	
7	Review of Council Policies	166 – 183	
8	Annual Review Register of Delegated Authority	184 – 259	Absolute majority Required
9	Draft Local Planning Scheme 12 and Draft Local Planning Strategy: Final Support	260 – 321	
10	Long Term Cycle Network: Update to 2018 Cycle Plan	322 – 332	
11	Dual Naming of City of Mandurah Buildings	333 – 342	

12	Consultation Paper State Government Waste Levy: Review	343 – 380
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15	Bushfire Prevention and Control Policy	392 – 400
16	Public Health Plan 2020 – 2023	401 - 425

20. ADOPTION OF RECOMMENDATIONS NOT WITHDRAWN FOR FURTHER DISCUSSION

21. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Councillor Peter Rogers: Traffic Assessment: Ormsby Terrace

22. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

23. LATE AND URGENT BUSINESS ITEMS

24. CONFIDENTIAL ITEMS

25. CLOSE OF MEETING



MINUTES OF COUNCIL MEETING

HELD ON

**TUESDAY 26 MAY 2020
AT 5.30PM**

At

Council Chambers 83 Mandurah Terrace, Mandurah and via eMeeting

PRESENT:

MAYOR	R WILLIAMS	
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	A ZILANI	NORTH WARD
COUNCILLOR	D LEE	EAST WARD
COUNCILLOR	L RODGERS	EAST WARD
COUNCILLOR	D PEMBER	EAST WARD
COUNCILLOR	M DARCY	COASTAL WARD
COUNCILLOR	J GREEN	COASTAL WARD
COUNCILLOR	C DI PRINZIO	COASTAL WARD
COUNCILLOR	P ROGERS	TOWN WARD
COUNCILLOR	M ROGERS	TOWN WARD

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

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

Prior to commencement of this combined in-person / electronic meeting Elected Member connections by electronic means were tested with attendances confirmed.

The Mayor declared the meeting open at 5.32pm.

ACKNOWLEDGEMENT OF COUNTRY [AGENDA ITEM 2]

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

APOLOGIES [AGENDA ITEM 3]

Leave of Absence

Apologies

Councillor Schumacher

DISCLAIMER [AGENDA ITEM 4]

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

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

ANSWERS TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 5]

Nil.

PUBLIC QUESTION TIME [AGENDA ITEM 6]

The Mayor advised of processes, information and advertising undertaken to permit the electronic submission of questions by members of the public. No public questions were submitted for the meeting.

ANNOUNCEMENTS [AGENDA ITEM 7]**G.1/5/20 STANDING ORDERS LOCAL LAW 2016**

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

MOTION

Moved: Mayor Williams
Seconded: Councillor C Knight

That Council:

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

CARRIED UNANIMOUSLY: 12/0

PUBLIC STATEMENT TIME [AGENDA ITEM 8]

The Mayor advised of processes, information and advertising undertaken to permit the electronic submission of public statements by members of the public. No public statements were received for the meeting.

LEAVE OF ABSENCE REQUESTS [AGENDA ITEM 9]

G.2/5/20 LEAVE OF ABSENCE: COUNCILLOR LYNN RODGERS 23 JUNE 2020 TO 30 JUNE 2020

MOTION

Moved: Councillor D Pember
Seconded: Councillor A Zilani

That leave of absence be granted to Councillor Lynn Rodgers from 23 June 2020 to 30 June 2020, inclusive.

CARRIED UNANIMOUSLY: 12/0

PETITIONS [AGENDA ITEM 10]

The Mayor advised of processes, information and advertising undertaken to permit the electronic submission of petitions by members of the public. No petitions were received for the meeting.

PRESENTATIONS [AGENDA ITEM 11]

Nil.

DEPUTATIONS [AGENDA ITEM 12]**G.3/5/20 J BEHETS AND D SMOLLEN: PROPOSED COMMERCIAL VEHICLE
PARKING 8 COPPERFIELD CLOSE, GREENFIELDS**

Mayor Williams read the deputation supplied by Ms Behets and Mr Smollen in opposition to the report recommendation pertaining to Report 9 Proposed Commercial Vehicle Parking: 8 Copperfield Close Greenfields.

CONFIRMATION OF MINUTES [AGENDA ITEM 13]**G.4/5/20 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 24 MARCH 2020****MOTION**

Moved: Councillor Peter Rogers

Seconded: Councillor J Green

That the Minutes of the Council Meeting held on Tuesday 24 March 2020 be confirmed.

CARRIED UNANIMOUSLY: 12/0

**G.4/5/20 CONFIRMATION OF SPECIAL COUNCIL MINUTES: TUESDAY 12 MAY
2020****MOTION**

Moved: Councillor D Pember

Seconded: Councillor A Zilani

That the Minutes of the Special Council Meeting held on Tuesday 12 May 2020 be confirmed.

CARRIED UNANIMOUSLY: 12/0

G.5/5/20 ANNOUNCEMENTS BY THE PRESIDING MEMBER [AGENDA ITEM 14]

Mayor Williams acknowledged the downturn in public attendances by Elected Members at community functions and the suspension of many events, ceremonies and openings due to the COVID-19 pandemic.

The Mayor spoke of the great spirit shown by the community of Mandurah during this unusual time and congratulated the community for its efforts in supporting others and working together to assist those in need of assistance.

Mayor Williams advised of various stakeholder meetings, conducted via e-conferencing, that many Elected Members were involved in during this time. Meetings with community groups, schools, churches etc. had been ongoing during the state of emergency to ensure the wider community was supported, strategies were developed and requirements of the community were known for the transit out of the crisis.

G.6/5/20 DECLARATION OF INTERESTS [AGENDA ITEM 15]

- Councillor Darcy declared an impartiality interest in Minute G.23/5/20 - Rivers Regional Council: Transition to Rivers Regional Subsidiary as a Council representative on the Rivers Regional Council. Councillor Darcy declared he would remain in the Chamber, consider the matter on its merits and vote accordingly.
- Councillor Green declared an impartiality interest in Minute G.23/5/20 - Rivers Regional Council: Transition to Rivers Regional Subsidiary as a Council representative on the Rivers Regional Council. Councillor Green declared she would remain in the Chamber, consider the matter on its merits and vote accordingly.

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

Nil.

Questions of which notice has not been given**G.7/5/20 COUNCILLOR KNIGHT: ORGANISATIONAL STRUCTURE**

The City of Mandurah was known as a Local Government leader in the areas of environment and the arts. The Director that over saw these areas was made redundant two months ago, where do environment and the arts now sit in our organisation and how does that satisfy the Mandurah Matters community expectations?

The Chief Executive Officer outlined the impact of the current state of emergency crisis and the impact this has had on progressing the changes. A confidential briefing note will be provided to Elected Members in response to the question.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 17]

Nil.

5.42pm: At this juncture in the meeting Mayor Williams checked with each attendee and confirmed that all attendees remained connected and in attendance at the electronic meeting.

RECOMMENDATIONS OF COMMITTEES [AGENDA ITEM 18]

NOTE: Council adopted en bloc (moved by Councillor P Jackson and seconded by Councillor C Knight), the recommendations of the Audit and Risk Committee meeting of Tuesday 19 May 2020 with the exception of Item AR.8/5/20, which was dealt with separately.

G.8/5/20 OFFICE OF THE AUDITOR GENERAL PURCHASING CARDS (AR.4/5/20)Summary

The Office of the Auditor General (OAG) has released a report on Controls Over Purchasing Cards that was tabled on 27 March 2020. The OAG selected a sample of nine state government entities to conduct the audit. These entities had a number of purchasing cards ranging from 8 to 1,022. The City currently holds 116 active cards.

Comment

The City officers have commented on the City's current practice to the following audit findings:

- *All entities had up to date and approved policies and procedures for the use of purchasing cards, however some aspects were not included*
 - o *In five entities, there was no policy or clarification regarding the return of cards while on extended leave*
City officer comments - This does not exist at the City. The cardholder is responsible for notifying Finance of their extended leave. The Finance team will also be implementing a procedure when an officer is on extended leave.
 - o *Four entities did not have a policy regarding the use of Paypal.*
City officer comments - The City does not currently refer to payment gateways in its current CEO Purchasing Card Policy. A section will be added to the CEO policy for purchasing cards outlining the requirements of using payment gateways such as Paypal.
 - o *Four entities needed clearer policy around hospitality and entertainment expenses*
City officer comments - The City adopted a CEO policy on the use of purchasing cards and petty cash for entertainment expenses that is very clear on acceptable use and limits for these types of expenditure.
- *Most entities need to apply better controls over the use of cards:*
 - o *Two entities had instances of rewards cards being used. Public sector guidelines on gifts, benefits and hospitality require that purchasing cards should not be used to gain private advantage through the transaction.*

City officer comments - The City does not allow the use of personal rewards/use of personal loyalty cards when the expenditure relates to public purposes. Finance conduct a monthly audit on receipts through purchasing cards and there has been no evidence in the last 12 months that City officers have used their own personal rewards to gain private advantage.

- o *Sharing a card. The risk of sharing a card is that an entity cannot hold a cardholder accountable for all of the transactions paid for using that card.*

City officer comments - The City does not allow City officers to share a card and this is included in the terms and conditions the City officer signs when receiving the purchasing card.

- o *Splitting of payments. The risk of splitting a payment is that the cardholder is making a purchase at a value that they are not delegated to make.*

City officer comments - The City does not allow City officers to split payments unless approved by the Manager Finance (exceptional circumstances). All transactions are reviewed by finance staff.

- o *Personal use on purchasing cards*

City officer comments - All City purchasing card transactions are reviewed by finance and the relevant Manager.

- *Purchases not acquitted and approved in a timely manner:*
 - o *155 out of 600 transactions tested were not acquitted and approved in a timely manner.*

City officer comments - The City's terms and conditions on the use of credit cards state a transaction must be coded and approved five days after the end of the monthly billing statement cycle.

- o *Transaction limits not applied to purchasing cards in 7 of the 9 entities sampled.*

City officer comments - The City has transaction limits on all purchasing cards.

- *None of the entities sampled had a formal review process to identify any shortcomings:*
 - o *Most of the entity's samples stated they performed a formal review but had no formal evidence.*

City officer comments - The City reviews cards and card limits on a quarterly basis and presents to the CEO for approval. The finance team should undertake a review of the under use and inactivity and present to the CEO for cancellation.

There are two actions the City needs to take as a result of this report.

1. Update the CEO Purchasing Card policy to include the process and timeframes during leave periods as well as including the City's requirements for payment gateways such as Paypal transactions.
2. Introduce a formal three monthly review of monthly spend on cards and identify areas of under use and inactivity for recommendation to the CEO for cancellation.

Committee Recommendation

That Council note the City officers' responses in the Comment section of this report in relation to the Office of the Auditor General's report on Controls Over Purchasing Cards.

Council Resolution**MOTION**

Moved: Councillor P Jackson

Seconded: Councillor C Knight

That Council note the City officers' responses in the Comment section of this report in relation to the Office of the Auditor General's report on Controls Over Purchasing Cards.

CARRIED: 12/0
(*This item was adopted en bloc*)

**G.9/5/20 OFFICE OF THE AUDITOR GENERAL FINANCIAL CONTROL MATTERS
(AR.5/5/20)**

Summary

The Office of the Auditor General (OAG) has released a COVID-19 Financial Control Matters circular to local governments with the view of conducting a self-assessment on the internal controls in place throughout the COVID-19 pandemic. In these uncertain times, there is an increased risk of an entity taking advantage and good controls over finances and key decisions during this period will help to mitigate that risk.

CommentAssets – Risk of misappropriation, unauthorised purchases or disposals

Entities should ensure:

- all purchases are in line with their procurement policy and any temporary divergence from the policy is approved by the DG or CEO and recorded in a central registry
 - o City Officer comments - Communication has been provided to staff that even with COVID-19, the procurement process must be followed. Any requests that are not in accordance with the Procurement Council Policy, must go to Council for approval. There have been no such instances to date.
- asset acquisitions are approved in line with the delegation of authority
 - o City Officer comments – Asset acquisitions remain in line with the delegation of authority and this is part of the purchase order controls settings that are in place.
- asset reconciliations between the register and the general ledger are prepared and reviewed on a timely basis
 - o City Officer comments – Currently asset reconciliations are prepared on a yearly basis due to the complexities of the corporate business system. This has also been noted in the year end audit report. The reconciliations are due to go

monthly with the implementation of the new corporate business system (often referred to as the ERP).

- asset disposals/write-offs are appropriately authorised
 - o City Officer comments – Asset disposals are in line with the delegated authority that is in place.
- loans of assets to other entities are properly recorded and authorised
 - o City Officer comments – The City has a register however this has not occurred yet and if the City approves an organisation to use an asset, it would enter into an agreement to do so to ensure the City is protected from any liability claims while the third party is using the asset.
- where necessary, key responsibilities continue to be segregated in relation to asset acquisition, recording, custody, disposal and reconciliation
 - o City Officer comments – There are no changes to the segregation of duties. All Officers are undertaking their normal duties and therefore the City has sufficient segregation of duties controls in place.
- appropriate records of portable and attractive assets are maintained, particularly those that staff may take home to use when working from home.
 - o City Officer comments – The City has recorded the portable assets that have been taken home by City officers during this time.

Cash – Risk of misappropriation

Entities should ensure:

- regular bank reconciliations are prepared and reviewed, reconciling items are investigated and resolved
 - o City Officer comments – Daily bank reconciliations remain as a daily task as well as the monthly bank reconciliation. Any issues are investigated and resolved.
- all bank accounts have at least 2 signatories
 - o City Officer comments – The current controls of two signatories to make payments from the bank are still required and there will be no changes to this significant control that is in place.
- online purchasing policies are reviewed to reflect the current period
 - o City Officer comments – City officers have not seen any increase in online purchasing. This is reviewed and any irregular purchases would be investigated.
- increases in purchasing card limits are appropriately approved
 - o City Officer comments – There has been no increases in purchasing card limits. It has been timely that some City officers have recognised their limited use and as a result their purchasing cards have been cancelled.
- there are appropriate and timely reviews of credit card usage.
 - o City Officer comments – Managers review City officer statements monthly. The financial team also review transactions and present a list of City officers to the CEO for approval on a quarterly basis to ensure there is a regular review of the City Officers who require a purchasing card.

Expenditure – Risk of unauthorised or invalid payments, incorrect or invalid suppliers, and increased risk of fraudulent payments

Entities should ensure:

- all purchases are in line with their procurement policy and any temporary divergence from the policy is approved by the DG or CEO and recorded in a central registry
 - o City Officer comments – As stated above in the assets section, communication has been provided to staff that even with COVID-19, the procurement process must be followed. Any requests that are not in accordance with the Procurement Council Policy, must go to Council for approval. There have been no such instances to date.

- changes to vendor master files are documented and approved (for better practice guidance see our March 2019 report Management of Supplier Master Files)
 - o City Officer comments – The finance team do not document that the changes have been checked by a supervisor. There is an informal check of the changes. The new ERP has been configured so that it will document the approvals.
- there is separation between the vendor creation and payment approval functions
 - o City Officer comments – This is in place
- a 3-way match is performed of invoices, receipt of goods and purchase orders
 - o City Officer comments – This is in place
- payment authorisation is made in line with the delegation of authority and requires 2 to sign. Signatories should pay *particular attention* to the delivery addresses of goods received
 - o City Officer comments – This is in place
- purchase orders are prepared and appropriately authorised
 - o City Officer comments – This is in place. Where a purchase order has not been raised requisitioners are required to raise one before the invoice is paid.
- appropriate security and checks are in place over EFT payment data
 - o City Officer comments – This is in place

Committee Recommendation

That the Audit and Risk Committee note the City officer responses in the Comment section of this report to the Office of the Auditor General's COVID-19 Financial Control Matters.

Council Resolution

MOTION

Moved: Councillor P Jackson

Seconded: Councillor C Knight

That Council note the City officer responses in the Comment section of this report to the Office of the Auditor General's COVID-19 Financial Control Matters.

CARRIED: 12/0
(*This item was adopted en bloc*)

G.10/5/20 OFFICE OF THE AUDITOR GENERAL 2019 AUDIT (AR.6/5/20)

Summary

The Office of the Auditor General (OAG) responsibility for the audits of local governments began in the 2017/18 financial year with a four-year transition. For the 2018/19 year, the OAG audited 112 of 148 WA local governments. Accordingly, they have released their report on the audits for the 2018/19 year to State Parliament. As the OAG now audits the majority of local governments, their report includes finding and recommendations that are relevant for the City to consider. OAG will undertake the City's financial audits with the OAG in the 2020/21 year.

It is recommended that the Audit and Risk Committee note the City officer's comments to the OAG recommendations.

Comment

City officers have provided comments to the recommendations made by the OAG in the report:

Recommendation One

Local government entities should ensure they maintain the integrity of their financial control environment by:

- a. periodically reviewing and updating all financial, asset, human resources, governance, information systems and other management policies and procedures, and communicating these to staff*
- b. conducting ongoing reviews and improvement of internal control systems in response to regular risk assessments*
- c. regularly monitoring compliance with relevant legislation*
- d. promptly addressing control weaknesses brought to their attention by our audits, and other audit and review mechanisms.*

Officer Comment - The City is undertaking a review of all treatment of financial transactions, policies and procedures to ensure compliance with legislation. The financial team implemented a new staffing structure in October 2019 to gain efficiencies and ensure a greater knowledge of the business is shared by all. The Audit and Risk Committee has been presented with the City's internal audit strategy for endorsement, which will periodically review and identify weaknesses in internal controls and compliance. When reports such as this OAG report are received, the City intends to review the report and implement any recommendations that are necessary to ensure there is continuous improvement.

Recommendation Two

Entities should ensure that reports from their valuers clearly explain key aspects of the valuations, and that management has a comprehensive understanding of the reports.

Officer Comment - The City's revaluation of assets occurs every three to five years. Valuation reports are reviewed by City officers and management for correctness and any issues are raised with the valuer prior to the final report being issued.

Recommendation Three

Management should annually review the estimated useful lives of assets used for calculating depreciation, if necessary in consultation with their valuers or other experts. In addition, for greater consistency across entities, the Department of Local Government, Sport and Cultural Industries (DLGSC) should review its guidance regarding potential ranges for useful lives of assets, and entities should consider the guidance when doing their annual reviews.

Officer Comment - City Officers are preparing an Asset Depreciation and Capitalisation Council Policy that will outline the useful lives of assets. The City also supports the OAG's view that the Department should review its guidance for local government.

Recommendation Four

Entities who have not yet done so, should implement the recommendations of our local government position paper number 1 'Accounting for work bonds, building bonds and hire bonds'.

Officer Comment - The City is currently implementing the recommendations in this position paper for the 2020 year.

Recommendation Five

Local government entities should, where necessary, seek advice in advance of year end if uncertain about appropriate accounting treatments.

Officer Comment - The City does occasionally seek advice if uncertain about appropriate accounting treatments. The City has five professional qualified accountants (either Chartered Accountant or Certified Practising Accountant memberships) with considerable experience in interpreting accounting standards.

Recommendation Six

To facilitate timely preparation of annual financial reports, and to minimise the additional audit costs associated with Australian Accounting Standards on revenue, income and leases (AASB 15, AASB 1058 and AASB 16), entities should complete preparations for those new standards by 30 June 2020.

Officer Comment - The City is close to completing the preparation for the new accounting standards and they will be in place by 30 June 2020.

The recommendations from the report for the Department of Local Government, Sport and Cultural Industries are detailed below:

1. DLGSC should consider extending existing declaration processes to include annual related party declarations for councillors and key management personnel that assist compliance with Australian Accounting Standard AASB 124 and that are fit-for-purpose to the local government environment.
2. To improve the quality of financial reports and achieve greater consistency across entities, DLGSC should consider providing an accounting advice helpdesk to the local government sector.
3. DLGSC should re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities.
4. DLGSC should re-assess the potential advantages and disadvantages if smaller local government entities reported some asset classes such as plant and equipment using the cost model, rather than periodically re-valuing those assets.
5. Entities and DLGSC should monitor the progress of the Australian Accounting Standards Board (AASB) and the International Public Sector Accounting Standards Board (IPSASB) public sector fair value projects relating to the valuation of assets.
6. DLGSC should consider facilitating a shared internal audit service for the local government sector, as a service available to small and medium entities who do not have their own internal audit function.

The City supports the OAG's recommendations to the DLGSC.

Committee Recommendation

That the Audit and Risk Committee note the officer's responses to the Office of the Auditor General's (OAG) recommendations in the OAG's Audit Results Report – Annual 2018-19 Financial Audits of Local Government Entities.

Council Resolution

MOTION

Moved: Councillor P Jackson
Seconded: Councillor C Knight

That Council note the officer's responses to the Office of the Auditor General's (OAG) recommendations in the OAG's Audit Results Report – Annual 2018-19 Financial Audits of Local Government Entities.

CARRIED: 12/0
(*This item was adopted en bloc*)

G.11/5/20 AUDIT 2020 CONSIDERATIONS (AR.7/5/20)

Summary

The City's auditor, Deloitte, have asked City officers to review certain assumptions and considerations used in the financial reporting process for this year's financial statements (financial year ending 30 June 2020). City officers have reviewed the supplied document and determined that while many of these issues are not reflected in local government, there are several that need consideration.

Comment

From the International Financial Reporting Standards (IFRS) in focus report, the following points require consideration:

- Preparation of forecast cash flow estimates
 - o The City has prepared a COVID-19 budget adjustment to account for the loss in revenue and consequent decrease in expenditure as a result. This report will be presented to the May Ordinary Council Meeting as part of the April monthly financial report.
- Recoverability and impairment of assets
 - o The City's asset values are not expected to be impaired from the COVID-19 pandemic as the majority are infrastructure assets such as roads, drainage and parks. Under AASB 13 *Fair Value measurement*, these classes of assets are valued using replacement cost less depreciation as there are no available market participants to obtain a value that the asset would sell for.
- Accounting for financial assets
 - o Under AASB 9 – *Financial Instruments* the City needs to assess trade debtors, loans receivables and rent/lease receivables to establish the expected credit losses for each category. The City does not calculate expected credit losses on rate debtors as these charges are statutory and a charge on land is eventually recoverable with the sale of that land. This recognition came into effect in the 2019 financial year and replaces the accounting treatment for doubtful debts provision.
As part of the end of financial year planning the expected credit loss calculations will be undertaken and included as a note in the financial statements.
- Contract Modifications
 - o The pandemic has resulted in contract variations for the City. These changes will result in financial adjustments that will be made in the budget and the COVID-19 budget adjustments. The City is expecting a delay in the roll out of the new Enterprise Resource Planning (ERP) software and are in discussions with the supplier to determine if the City can position itself in a more advantageous position. This may impact the lease asset and liability amounts.
- *Going Concern*
 - o The City has assessed the budget for the COVID-19 pandemic and have identified reduced expenditures to match the loss in revenue. The City's

cashflow position remains viable and it is expected that the City will be operating well into the future.

All other issues raised in the document, detailed in Attachment 4.1, have been assessed by City officers and do not apply to the City's business, as a local government.

Committee Recommendation

That the Audit and Risk Committee note the City officer responses outlined in the Comment section of the report.

Council Resolution

MOTION

Moved: Councillor P Jackson

Seconded: Councillor C Knight

That Council note the City officer responses outlined in the Comment section of the report.

CARRIED: 12/0
(*This item was adopted en bloc*)

G.12/5/20 STRATEGIC INTERNAL AUDIT PLAN 2020/21 – 2022/23 (AR.8/5/20)

Summary

Internal audit is a dynamic function involved in helping an organisation achieve its objectives. It is concerned with evaluating and improving the effectiveness of risk management, control and governance processes. Although it is not an activity required by the *Local Government Act 1995* (Act), it is considered to be an essential part of achieving best practice in risk management and effective and efficient internal controls.

The City of Mandurah's (the City) internal audit function has now been established and is due for implementation in 2020/21 financial year.

The Audit and Risk Committee are requested to review the City's Strategic Internal Audit Plan 2020/21 -2022/23, Internal Audit Charter, Internal Audit Plan and amendments to the Audit and Risk Committee Terms of Reference before the documents are presented to Council for adoption.

Committee Recommendation

That the Audit and Risk Committee recommend that Council adopts the:

- 1 Amended the Audit and Risk Committee Terms of Reference as per Attachment 5.1.
- 2 Strategic Internal Audit Plan 2020/21 – 2022/23 as per Confidential Attachment 5.2 with the following amendments:
 - 2.1 Defer the Contract Management (city wide) Internal Audit from 2020/21 to take place in the 2021/22 financial year; and
 - 2.2 Insert new auditable area of Crisis Governance and Response Internal Audit to be undertaken in 2020/21.
- 3 Amended Internal Audit Charter as per Confidential Attachment 5.3.

- 4 Amended Internal Audit Manual as per Confidential Attachment 5.4.

Council Resolution

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor D Pember

That the Audit and Risk Committee recommend that Council adopts the:

- 1 Amended Audit and Risk Committee Terms of Reference as per Attachment 5.1.
- 2 Strategic Internal Audit Plan 2020/21 – 2022/23 as per Confidential Attachment 5.2 with the following amendments:
 - 2.1 Defer the Contract Management (city wide) Internal Audit from 2020/21 to take place in the 2021/22 financial year; and
 - 2.2 Insert new auditable area of Crisis Governance and Response Internal Audit to be undertaken in 2020/21.
- 3 Amended Internal Audit Charter as per Confidential Attachment 5.3.
- 4 Amended Internal Audit Manual as per Confidential Attachment 5.4.

Amendment

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor D Pember

That Council adopts the new auditable area of Crisis Governance and Response Internal Audit to be undertaken in 2020/21 as detailed in Confidential Attachment 5.5.

CARRIED: 12/0

Substantive Motion

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor D Pember

That Council adopts the:

- 1 Amended Audit and Risk Committee Terms of Reference as per Attachment 5.1.
- 2 Strategic Internal Audit Plan 2020/21 – 2022/23 as per Confidential Attachment 5.2 with the following amendments:
 - 2.1 Defer the Contract Management (city wide) Internal Audit from 2020/21 to take place in the 2021/22 financial year; and
 - 2.2 Insert new auditable area of Crisis Governance and Response Internal Audit to be undertaken in 2020/21 as detailed in Confidential Attachment 5.5.

3 Amended Internal Audit Charter as per Confidential Attachment 5.3.**4 Amended Internal Audit Manual as per Confidential Attachment 5.4.**

CARRIED: 12/0

Reason for the Change: Added new auditable area in Confidential Attachment 5.5 to include the objective and scope of the Crisis Governance and Response auditable area. It would be prudent to test the City's governance response to the COVID-19 Pandemic.

G.13/5/20 CEO REVIEW OF RISK MANAGEMENT, INTERNAL CONTROLS AND COMPLIANCE (AR.9/5/20)Summary

In accordance with Regulation 17(1) of the *Local Government (Audit) Regulations 1996* (Regulations), the Chief Executive Officer (CEO) is required to review the appropriateness and effectiveness of the City of Mandurah (the City) systems and procedures in relation to risk management, internal controls and legislative compliance at least once every three calendar years.

An independent internal audit service provider was appointed by the CEO to undertake the review in April 2020. The findings from the review represent an opportunity for continuous improvement to the City's governance systems. Over the next 18 months the review improvements will be implemented and the progress monitored in accordance with the City's Internal Audit Function.

The report is now being presented to Audit and Risk Committee for consideration and review of the improvement actions identified.

In accordance with Regulation 16, the Audit and Risk Committee is required to receive the review report and report to Council the results of the Committees review.

Committee Recommendation

That the Audit and Risk Committee recommend that Council:

1. Notes the CEO's review of risk management, internal controls and legislative compliance as per Confidential Attachment 6.1.
2. Notes the action plan for implementation of the improvements identified as per Confidential Attachment 6.2.
3. Adopts one amendment to the 2019 Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019 as per Attachment 6.3 and submits the amendment to the Department of Local Government, Sport and Cultural Industries.

Council Resolution**MOTION**

Moved: Councillor P Jackson

Seconded: Councillor C Knight

That Council:

- 1. Notes the CEO's review of risk management, internal controls and legislative compliance as per Confidential Attachment 6.1.**
- 2. Notes the action plan for implementation of the improvements identified as per Confidential Attachment 6.2.**
- 3. Adopts one amendment to the 2019 Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019 as per Attachment 6.3 and submits the amendment to the Department of Local Government, Sport and Cultural Industries.**

CARRIED: 12/0

(This item was adopted en bloc)

REPORTS [AGENDA ITEM 19]**G.14/5/20 PROPOSED COMMERCIAL VEHICLE PARKING 8 COPPERFIELD CLOSE, GREENFIELDS (REPORT 1)**Summary

Council is requested to consider a development application for Commercial Vehicle Parking at a residential property at No. 8 Copperfield Close, Greenfields. The lot is zoned 'Residential' under Town Planning Scheme No. 3 (Scheme 3) and has an area of 2679 square metres.

The applicant is seeking a retrospective approval for two commercial vehicles to be parked on the property, with no restriction on when the vehicles can be brought to and from the site.

As part of the assessment process, the City has consulted with surrounding landowners and received five submissions with one in support, one impartial and three objecting. The concerns raised within the submissions generally relate to impacts of noise, safety, hours and visual amenity. Officers consider that restricting the hours of use (i.e. restricting the times the vehicles are not to be taken from or brought to the lots) between 10.00pm to 6:30am is essential in providing some amenity to the residential nature of the surrounding properties and recommend that this be a condition of approval

It is recommended that Council approve the development application for Commercial Vehicle Parking, subject to conditions.

Officer Recommendation

That in accordance with Clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions for Local Planning Schemes)*, Council grant development approval for proposed Commercial Vehicle Parking at 8 Copperfield Close, Greenfields (DA9327) subject to the following conditions:

1. The commercial vehicles shall not be taken from or brought to the site between the hours of 10:00pm and 6:30am.
2. No mechanical work or vehicle servicing is permitted on the subject site.

3. In accordance with Clause 5.17.3 of the City of Mandurah's Town Planning Scheme No. 3, this approval;
 - a) is granted to the Shane Woods, to whom it is issued;
 - b) relates to two vehicles (License plates '076 BFS' and '1GFF 931');
 - c) is not transferable to any other persons and does not run with the land in respect of which it is granted.

Advice Notes:

1. In accordance with Clause 5.17.4 of Town Planning Scheme 3, should this Commercial Vehicle cause nuisance or annoyance to neighbours, or owners or occupiers of land in the neighbourhood, the City of Mandurah may:
 - (a) require practices to be altered, or
 - (b) rescind the approval, and require the vehicle be relocated to a more suitable area within three months.
2. The owner is advised that parking of a commercial vehicle is not permitted at any time on the verge, in accordance with the *Parking and Parking Facilities Local Law 2015*.

During debate, Councillor Zilani foreshadowed his intention to move an alternate recommendation for deferral should the current motion be lost.

Council Resolution

MOTION

Moved: Councillor C Knight

Seconded: Councillor P Jackson

That in accordance with Clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions for Local Planning Schemes)*, Council grant development approval for proposed Commercial Vehicle Parking at 8 Copperfield Close, Greenfields (DA9327) subject to the following conditions:

1. **The commercial vehicles shall not be taken from or brought to the site between the hours of 10:00pm and 6:30am.**
2. **No mechanical work or vehicle servicing is permitted on the subject site.**
3. **In accordance with Clause 5.17.3 of the City of Mandurah's Town Planning Scheme No. 3, this approval;**
 - a) **is granted to the Shane Woods, to whom it is issued;**
 - b) **relates to two vehicles (License plates '076 BFS' and '1GFF 931');**
 - c) **is not transferable to any other persons and does not run with the land in respect of which it is granted.**

Advice Notes:

1. In accordance with Clause 5.17.4 of Town Planning Scheme 3, should this Commercial Vehicle cause nuisance or annoyance to neighbours, or owners or occupiers of land in the neighbourhood, the City of Mandurah may:
 - (a) require practices to be altered, or
 - (b) rescind the approval, and require the vehicle be relocated to a more suitable area within three months.
2. The owner is advised that parking of a commercial vehicle is not permitted at any time on the verge, in accordance with the Parking and Parking Facilities Local Law 2015.

LOST: 7/5
AGAINST: Councillors Lynn Rodgers, Pember, Lee, Jackson, Green, Di Prinzio and Darcy
FOR: Mayor Williams, Councillors Zilani, Knight, Peter Rogers and Matt Rogers

During debate on the alternate motion, Councillor Zilani foreshadowed his intention to move an alternate recommendation for deferral of discussion should the current motion be lost.

Alternate Motion**MOTION**

Moved: Councillor A Zilani
Seconded: Councillor Peter Rogers

That Council defer consideration of the item to the Council meeting of 23 June 2020 with an Elected Member workshop to be conducted prior to the meeting date.

LOST: 7/5
AGAINST: Mayor Williams, Councillors Lynn Rodgers, Lee, Knight, Jackson, Darcy and Green
FOR: Councillors Zilani, Peter Rogers, Matt Rogers, Pember and Di Prinzio

During debate on the alternate motion, Councillor Jackson foreshadowed his intention to move an alternate recommendation for deferral of discussion should the current motion be lost for Officers to assist in preparing an alternative motion for refusing the application.

Alternate Motion**MOTION**

Moved: Councillor P Jackson
Seconded: Councillor D Pember

That Council defer discussion of this item to follow the final report as listed on the agenda for this meeting.

CARRIED: 12/0

(Refer minute G.25/5/20 for further information on this item)

G.15/5/20 FINANCIAL REPORT MARCH 2020 (REPORT 2)Summary

The Financial Report for March 2020 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Officer Recommendation

That Council:

1. Receives the Financial Report for March 2020 as detailed in Attachment 2.1 of the report.
2. Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2.2 of the report:

Total Municipal Fund	\$ 9,994,445.09
Total Trust Fund	\$ <u>12,900.50</u>
	<u>\$ 10,007,345.59</u>
3. Approves the following budget variations:
 - 3.1. Increase in capital expenditure of \$15,000* for Old Coast Road / Rutland Drive Roundabout.
 - o To be funded from Mississippi Drive \$15,000*

Council Resolution**MOTION**

Moved: Councillor C Knight

Seconded: Councillor D Pember

That Council:

1. **Receives the Financial Report for March 2020 as detailed in Attachment 2.1 of the report.**
2. **Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2.2 of the report:**

Total Municipal Fund	\$ 9,994,445.09
Total Trust Fund	\$ <u>12,900.50</u>
	<u>\$ 10,007,345.59</u>
3. **Approves the following budget variations:**
 - 3.1. **Increase in capital expenditure of \$15,000* for Old Coast Road / Rutland Drive Roundabout.**
 - o **To be funded from Mississippi Drive \$15,000***

CARRIED WITH ABSOLUTE MAJORITY: 12/0

G.16/5/20 FINANCIAL REPORT APRIL 2020 (REPORT 3)Summary

The Financial Report for April 2020 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

In light of the Covid 19 global pandemic the City undertook a review in late March of the current programs and services of all business units, analysing their budgets and identifying savings up until 30 June 2020 in order to cover the loss of revenue that the City was going to experience as a result of facilities having to close. Although the review has resulted in a deficit it is recommended that Council adopt the Covid Budget Review for 2019/20 to ensure that the City has projected realistic estimates up to 30 June 2020.

In addition, Council are requested to support the City of Mandurah sponsoring the Australian Association of Environmental Education Biennial National Conference and Research Symposium that is to be held in 2021 (the event has been deferred as a result of COVID-19) and the 2023 Canoe Ocean Racing World Championships.

Officer Recommendation

That Council:

1. Adopts the COVID-19 Budget Review 2019/20 as detailed in Attachment 3.2 of the report.*
2. Receives the Financial Report for April 2020 as detailed in Attachment 3.1 of the report.
3. Support the City of Mandurah sponsoring the Australian Association of Environmental Education Biennial National Conference and Research Symposium that is to be held in 2021.
4. Approve the City of Mandurah to host the 2023 Canoe Ocean Racing World Championship event in Mandurah and note an amount of \$50,000* will be listed in the City's 2023/24 Operating Budget to support the delivery of the event.
5. Authorise the Chief Executive Officer to execute a variation to the agreement between the City of Mandurah and The Cut Golf Club reducing the value of the bond held to \$16,000.
6. Receives the Schedule of Accounts for the following amounts as detailed in Attachment 3.3 of the report:

Total Municipal Fund	\$ 7,613,253.94
Total Trust Fund	<u>\$ 10,131.30</u>
	<u>\$ 7,623,385.24</u>
- 7 Approves the following budget variations:
 - 7.1 Increase in capital expenditure of \$15,000* for Central Boardwalk
 - o To be funded from Marc System Integration \$15,000*
 - 7.2 Increase in capital expenditure of \$10,000* for Park Rd SES Workshop Upgrade
 - o To be funded from Electric BBQ Replacement Program \$10,000*

- 7.3 Increase in capital expenditure of \$8,000* for SP Swinton Place
 - o To be funded from SP Lefroy Street \$8,000*
- 7.4 Increase in capital expenditure of \$2,800* for DR Mulberry Close
 - o To be funded from DR Sunview Rise \$2,800*
- 7.5 Approves unbudgeted capital expenditure of \$8,865* for floor replacement at Port Bouvard Surf Life Saving Club
 - o To be funded from Port Bouvard Surf Lifesaving Club Sportclubs Maintenance Levy Reserve balance \$8,865*
- 7.6 Reversal of budget variation 3.2 approved in Report 01 Monthly Financial Report February 2020. Decrease in operating grant \$30,000* and decrease of \$30,000* in corresponding labour component.

Council Resolution

MOTION

Moved: Councillor D Pember

Seconded: Councillor C Knight

That Council:

1. **Adopts the COVID-19 Budget Review 2019/20 as detailed in Attachment 3.2 of the report.***
2. **Receives the Financial Report for April 2020 as detailed in Attachment 3.1 of the report.**
3. **Support the City of Mandurah sponsoring the Australian Association of Environmental Education Biennial National Conference and Research Symposium that is to be held in 2021.**
4. **Approve the City of Mandurah to host the 2023 Canoe Ocean Racing World Championship event in Mandurah and note an amount of \$50,000* will be listed in the City's 2023/24 Operating Budget to support the delivery of the event.**
5. **Authorise the Chief Executive Officer to execute a variation to the agreement between the City of Mandurah and The Cut Golf Club reducing the value of the bond held to \$16,000.**
6. **Receives the Schedule of Accounts for the following amounts as detailed in Attachment 3.3 of the report:**

Total Municipal Fund	\$ 7,613,253.94
Total Trust Fund	\$ <u>10,131.30</u>
	<u>\$ 7,623,385.24</u>
- 7 **Approves the following budget variations:**
 - 7.1 **Increase in capital expenditure of \$15,000* for Central Boardwalk**
 - o **To be funded from Marc System Integration \$15,000***
 - 7.2 **Increase in capital expenditure of \$10,000* for Park Rd SES Workshop Upgrade**
 - o **To be funded from Electric BBQ Replacement Program \$10,000***

- 7.3 Increase in capital expenditure of \$8,000* for SP Swinton Place
 - o To be funded from SP Lefroy Street \$8,000*
- 7.4 Increase in capital expenditure of \$2,800* for DR Mulberry Close
 - o To be funded from DR Sunview Rise \$2,800*
- 7.5 Approves unbudgeted capital expenditure of \$8,865* for floor replacement at Port Bouvard Surf Life Saving Club
 - o To be funded from Port Bouvard Surf Lifesaving Club Sportclubs Maintenance Levy Reserve balance \$8,865*
- 7.6 Reversal of budget variation 3.2 approved in Report 01 Monthly Financial Report February 2020. Decrease in operating grant \$30,000* and decrease of \$30,000* in corresponding labour component.

CARRIED WITH ABSOLUTE MAJORITY: 12/0

G.17/5/20 AMENDMENT TO ELECTED MEMBER ENTITLEMENT COUNCIL POLICY (REPORT 4)

Summary

The most recent determination by the Salaries and Allowances Tribunal (SAT) on Local Government Chief Executive Officers and Elected Members, released on 8 April 2020 requires an amendment to the Elected Member Entitlements Policy, relating to the reimbursement rates for travel.

Two categories of reimbursement rates have been implemented, one for travel to Council and Committee meetings in accordance with the rate set out in clause 30.6 of the *Local Government Officers (Western Australia) Interim Award 2011* and the second rate associated with travel expenses relating to the performance of the function in the capacity of an Elected Member in accordance with Schedule F of the *Public Service Award 1992*.

Council is requested to support the amendments to the Elected Member Entitlements Policy GVN 07.

Officer Recommendation

That Council adopts the amendments to the Elected Member Entitlement Policy GVN 07 as per *Attachment 4.1*.

Council Resolution

MOTION

Moved: Councillor Lynn Rodgers
Seconded: Councillor A Zilani

That Council adopts the amendments to the Elected Member Entitlement Policy GVN 07 as per *Attachment 4.1*.

CARRIED WITH ABSOLUTE MAJORITY: 12/0

G.18/5/20 ADOPTION OF REGIONAL PRICE PREFERENCE POLICY (REPORT 5)Summary

Following the Ordinary Council Meeting on 28 February 2020, POL-CPM 01 Regional Price Preference Policy was advertised for public comment in accordance with regulation 24F of the *Local Government (Functions and General) Regulations 1996* (Regulations).

Following the consultation period, whereby no submissions were received, Council is now requested to adopt the Regional Price Preference.

Officer Recommendation

That Council adopt the proposed POL-CPM 01 Regional Price Preference Policy as per Attachment 5.1.

Council Resolution**MOTION**

Moved: **Councillor A Zilani**

Seconded: **Councillor D Pember**

That Council adopt the proposed POL-CPM 01 Regional Price Preference Policy as per Attachment 5.1.

CARRIED: 12/0

G.19/5/20 NATIONAL REDRESS SCHEME PARTICIPATION OF WA LOCAL GOVERNMENTS: KEY DECISIONS AND ACTION (REPORT 6)Summary

The Royal Commission into Institutional Responses to Child Sexual Abuse was established in 2013. The establishment of a National Redress Scheme (Scheme) was a key recommendation of the Royal Commission to recognise the harm suffered by survivors of institutional child sexual abuse. The State Government consulted with WA local governments throughout 2019 and early 2020 focusing on raising awareness of the Scheme and identifying how implementation of the Scheme with the sector may be best approached.

This report provides Council an update on the consultation findings and the related proposed financial agreement between the State Government and local government sector and recommends the City undertake an organisational review of its approach to volunteers, with reference to the findings. The following items are presented to Council for consideration and approval:

- Formally endorse the City's participation as part of the WA Government's declaration in the National Redress Scheme;
- Note the background information and the WA Government's decision in relation to the National Redress Scheme;
- Note the key considerations and administrative arrangements for the City of Mandurah to participate in the National Redress Scheme and;
- Authorise the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received.

Officer Recommendation

That Council:

1. Notes the consultation undertaken and information provided by the State Government in regarding the National Redress Scheme and the participation of WA local governments;
2. Notes that the City of Mandurah will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the City makes a specific and formal decision to be included;
3. Endorses the participation of the City of Mandurah in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;
4. Grants authority to the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;
5. Notes that a confidential report will be provided if a Redress application is received by the City.

Council Resolution**MOTION**

Moved: Councillor P Jackson

Seconded: Mayor R Williams

That Council:

- 1. Notes the consultation undertaken and information provided by the State Government in regarding the National Redress Scheme and the participation of WA local governments;**
- 2. Notes that the City of Mandurah will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the City makes a specific and formal decision to be included;**
- 3. Endorses the participation of the City of Mandurah in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;**
- 4. Grants authority to the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;**
- 5. Notes that a confidential report will be provided if a Redress application is received by the City.**

CARRIED: 12/0

**G.20/5/20 PUBLIC SPACES: USE OF GLYPHOSATE CHEMICAL HERBICIDE
(REPORT 7)**Summary

Council, at its meeting on 25 June 2019, requested City officers to submit a report on minimising or reducing the use of glyphosate in highly trafficked and popular public spaces.

Accordingly, a review of the use of glyphosate chemical herbicide and other potential alternative treatments that could be used to eradicate weeds in popular public spaces, has been completed.

Council, at its Ordinary Council meeting held on 25 February 2020, considered the officer report which reviewed the City's current practice of integrated weed management and proposed operational changes.

Council deferred consideration of the item to allow a briefing for Elected Members to consider the decisions by the Cities of Nedlands and Subiaco to ban glyphosate, but not limited to other professional advice available, research undertaken and litigation against Bayer in Australia claiming exposure to its Roundup weed killer causes cancer.

Comment

The modified operational controls for chemical herbicide application at the Eastern and Western Foreshores and, in and around, commercial shopping and school precincts, are:

1. all chemical herbicide application to be performed before 7:30am; and
2. chemical herbicide to be applied via the use of 'hand' rope wick wand applicators or similar, where available, to minimise chemical use and avoid overspray in, and around, paved alfresco café and restaurant areas. This is a targeted application for weed treatment which results in a controlled treatment.

Officer Recommendation

That Council endorses the City's current practice of integrated weed management and the proposed operational changes, as outlined within the report.

Council Resolution**MOTION**

Moved: Councillor C Knight

Seconded: Councillor Peter Rogers

That Council endorses the City's current practice of integrated weed management and the proposed operational changes, as outlined within the report.

Amendment

Moved: Councillor C Knight

Seconded: Councillor P Jackson

That Council request a review be presented in two years including details of the latest product information and practices available.

CARRIED: 12/0

Substantive Motion

That Council:

- 1. Endorses the City's current practice of integrated weed management and the proposed operational changes, as outlined within the report.**
- 2. Request a review be presented in two years including details of the latest product information and practices available.**

CARRIED: 12/0

Reason: Resolution point two was added to include a reporting requirement to Council, in two years, on industry practices associated with weed management.

**G.21/5/20 FALCON LOCAL AREA TRAFFIC MANAGEMENT INVESTIGATION:
OUTCOMES AND RECOMMENDATIONS (REPORT 8)**

Summary

Over the past twelve months, the City has been contacted by a number of residents requesting traffic management measures be installed in streets within the Falcon locality. Officers were also referred to the outcomes of a previous study.

In response, a review of the Falcon locality was undertaken and an assessment made using the 2006 study as a baseline for vehicle traffic speeds and patterns that may have occurred over the intervening years.

Council is requested to receive this report and note the recommendations resulting from the study. Such recommendations would be considered in the preparation of future capital works programs.

Officer Recommendation

That Council:

1. Supports the recommendations for new traffic management infrastructure identified within the Falcon Local Area Traffic Management Report 2019 for inclusion in the City's Ten Year Capital Works Program.
2. Supports an application to Main Roads Western Australia (MRWA) for a 40 km/h linear speed zone through the Falcon Bay Foreshore precinct in line with MRWA speed zone policy.

Council Resolution

MOTION

Moved: Councillor M Darcy

Seconded: Councillor J Green

That Council:

1. **Supports the recommendations for new traffic management infrastructure identified within the Falcon Local Area Traffic Management Report 2019 for inclusion in the City's Ten Year Capital Works Program.**
2. **Supports an application to Main Roads Western Australia (MRWA) for a 40 km/h linear speed zone through the Falcon Bay Foreshore precinct in line with MRWA speed zone policy.**

CARRIED: 12/0

**G.22/5/20 COASTAL HAZARD RISK MANAGEMENT ADAPTATION PLANNING:
PROGRESS UPDATE (REPORT 9)**

Summary

The vulnerability of assets within the Western Australian coastal zone to coastal hazards such as erosion and inundation is expected to increase in the future. The risk arising from vulnerability of assets is influenced by the level of preparedness and response of the community and its recovery capacity.

The State Government coastal planning policy State Planning Policy 2.6 Coastal Planning Policy (SPP 2.6) requires a risk management approach and provides the framework for undertaking risk management planning for risks arising from coastal hazards in Western Australia.

The outcome is the development of a Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) framework.

In brief, the CHRMAP is designed for coastal managers to consult with their communities and decision makers to prioritise the values and land uses in the coastal environment and then to assess what the risks are to this environment posed by sea level rise and inundation. Once established, the same process will be used to determine the level of risk that is acceptable and what should be done to mitigate and manage these risks once they reach a trigger point or risk level that is unacceptable to the community.

The City received a grant to assist in developing a CHRMAP framework and this report updates the progress being made.

Council is requested to receive this report, noting that it is an interim report and support the next stages of the framework development.

Officer Recommendation

That Council

1. Endorse the community and stakeholder engagement plan as detailed in Attachment 9.3
2. Acknowledge that the cost of any actions derived from the implementation of the adaptation plan have been noted in the Long-Term Financial Plan but have not been costed as yet.

Alternate Recommendation**MOTION****Moved:** Councillor C Knight**Seconded:** Councillor M Darcy**That Council:**

1. **Acknowledges the significance of the Coastal Hazard Risk Management Adaptation Planning (CHRMAP) process given the vulnerability of Mandurah's coastline.**
2. **Given the significance of this work, and its importance to our community, request that the City:**
 - 2.1. **Consults with the Peron Naturaliste Partnership to enhance the CHRMAP community and stakeholder engagement plan;**
 - 2.2. **Appoints an Elected Member to chair the project steering committee;**
 - 2.3. **Holds an Elected Member workshop prior to finalising the community and stakeholder engagement plan;**
 - 2.4. **Engages with all relevant areas of the City, including environment and Works and Services, in the CHRMAP process.**
3. **Requests the City brings a subsequent report to Council for consideration at the July 2020 Council meeting.**

CARRIED: 12/0

Reason: The reason for the alternative motion was to undertake further engagement with the Peron Naturaliste Partnership and hold a workshop with Elected Members before finalising the plan for Council consideration.

Councillor Darcy and Councillor Green declared an impartiality interest in the following item due to being Council representatives on Rivers Regional Council. Both Councillors remained in the Chamber to consider the matter on its merits and vote accordingly

G.23/5/20 RIVERS REGIONAL COUNCIL: TRANSITION TO RIVERS REGIONAL SUBSIDIARY (REPORT 10)Summary

The City of Mandurah is a Member Council of the Rivers Regional Council. Along with the Cities of Gosnells, Armadale, South Perth and the Shires of Serpentine Jarrahdale and Murray, this collective has formed as the Rivers Regional Council for the specific purpose to strategically manage municipal waste disposal on the member's behalf.

Council at its meeting of 28 May 2019 considered the future structure of the Rivers Regional Council and resolved to support the windup of the Rivers Regional Council and the transition to a Regional Subsidiary, subject to the requisite approvals being obtained.

Since this time the Rivers Regional Council has been working with its Member Councils and relevant State Government agencies in an effort to progress the arrangements to transition the Rivers Regional Council to the Regional Subsidiary model. The *Rivers Regional Subsidiary Business Plan 2020 – 2025* and the *Charter of the Rivers Regional Subsidiary* have been developed and each Member Council was required under the *Local Government (Regional Subsidiaries) Regulations 2017* to give local public notice of the proposal to form a Regional Subsidiary and seek public submissions for a period of not less than six weeks.

In line with this formal process, the City placed an advertisement in the local newspaper in February 2020 and the relevant documents were made available on the City's website and at the City of Mandurah offices. No public submissions were received over the required six-week period.

Council is requested to endorse the *Rivers Regional Subsidiary Business Plan 2020 – 2025* and the *Charter of the Rivers Regional Subsidiary* and resolve to proceed with the proposal to form the Rivers Regional Subsidiary.

On approval of the Minister for Local Government to form the Rivers Regional Subsidiary, Council is also requested to authorise the Mayor and Chief Executive Officer to execute the following deeds once all arrangements are in place for the Rivers Regional Subsidiary to be established:

- Deed of Dissolution of the Rivers Regional Council
- Deed of Asset Transfer
- Deed of Novation

Officer Recommendation

That Council:

1. Endorse the Rivers Regional Subsidiary Business Plan 2020 – 2025 and the Charter of the Rivers Regional Subsidiary as detailed in Attachment 10.1 and 10.2.
2. Proceed with the proposal to form a Regional Subsidiary and notify the Rivers Regional Council of Council's endorsement of the Rivers Regional Subsidiary Business Plan 2020 – 2025 and the Charter of the Rivers Regional Subsidiary.
3. Authorise, on approval of the Minister for Local Government to form the Rivers Regional Subsidiary, the Mayor and Chief Executive Officer to execute the following deeds once all arrangements are in place for the Rivers Regional Subsidiary to be established:
 - Deed of Dissolution of the Rivers Regional Council (Attachment 10.3)
 - Deed of Asset Transfer (Attachment 10.4)
 - Deed of Novation (Attachment 10.5).

Note: Changes to the above deeds can be authorised by the Mayor and Chief Executive Officer so long as the changes do not alter the intent and purpose of the Deeds detailed in Attachments 10.3, 10.4 and 10.5.

Council Resolution**MOTION****Moved:** Councillor J Green**Seconded:** Councillor M Darcy**That Council:**

1. **Endorse the Rivers Regional Subsidiary Business Plan 2020 – 2025 and the Charter of the Rivers Regional Subsidiary as detailed in Attachment 10.1 and 10.2.**
2. **Proceed with the proposal to form a Regional Subsidiary and notify the Rivers Regional Council of Council's endorsement of the Rivers Regional Subsidiary Business Plan 2020 – 2025 and the Charter of the Rivers Regional Subsidiary.**
3. **Authorise, on approval of the Minister for Local Government to form the Rivers Regional Subsidiary, the Mayor and Chief Executive Officer to execute the following deeds once all arrangements are in place for the Rivers Regional Subsidiary to be established:**
 - **Deed of Dissolution of the Rivers Regional Council (Attachment 10.3)**
 - **Deed of Asset Transfer (Attachment 10.4)**
 - **Deed of Novation (Attachment 10.5).**

Note: Changes to the above deeds can be authorised by the Mayor and Chief Executive Officer so long as the changes do not alter the intent and purpose of the Deeds detailed in Attachments 10.3, 10.4 and 10.5.

CARRIED: 12/0**G.24/5/20 CITY OF MANDURAH CORPORATE BUSINESS PLAN 2020 – 2024
(REPORT 11)**Summary

In line with the requirements of the Western Australian Government's Integrated Planning and Reporting Framework (IPRF), the City undertook a major review of its 20 Year Strategic Community Plan during the 2019/20 financial year.

In December 2019 Council approved the draft Strategic Community Plan 2020-2040 to be made available to the community for comment, with the five-week comment period ending on 4 March 2020. A total of 24 community responses were received with all feedback considered in shaping the final version of the Strategic Community Plan 2020-2040 which was formally adopted by Council at its meeting in March 2020.

City officers have subsequently finalised the next stage of the IPRF process, which involves the development of the City's 4 Year Corporate Business Plan. The Corporate Business Plan lists the City's priority projects, initiatives and actions that will be undertaken over the next four years in response to identified community priorities.

The Corporate Business Plan was developed largely prior to the effects of the COVID-19 pandemic. As a result, it is likely that some adjustments to the plan may be required most likely in Year One, however the City is optimistic it will deliver on its objectives over the four-year period.

Council is requested to approve the City of Mandurah 4 Year Corporate Business Plan 2020-2024 for adoption and public release and note that Officers will undertake a review of the Corporate Business Plan post the COVID-19 pandemic and present findings at a future Council workshop.

Officer Recommendation

That Council:

1. Approves the City of Mandurah 4 Year Corporate Business Plan 2020-2024 for adoption and public release
2. Notes that officers will undertake a review of the Corporate Business Plan post the COVID-19 pandemic to assess the impacts of the pandemic response and changes to community programs and services and will present the findings at a future Council workshop.

Council Resolution

MOTION

Moved: Mayor R Williams

Seconded: Councillor P Jackson

That Council:

1. Approves the City of Mandurah 4 Year Corporate Business Plan 2020-2024 for adoption and public release
2. Notes that officers will undertake a review of the Corporate Business Plan post the COVID-19 pandemic to assess the impacts of the pandemic response and changes to community programs and services and will present the findings at a future Council workshop.

CARRIED WITH ABSOLUTE MAJORITY: 12/0

G.25/5/20 PROPOSED COMMERCIAL VEHICLE PARKING 8 COPPERFIELD CLOSE, GREENFIELDS (REPORT 1)

Further to the resolution at minute G.14/5/20 debate resumed pertaining to this item.

Officers prepared an alternate motion which was circulated to Elected Members for review.

Alternate Motion

MOTION

Moved: Councillor P Jackson

Seconded: Councillor Lynn Rodgers

That in accordance with Clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions for Local Planning Schemes)*, Council refuses to grant development approval for proposed Commercial Vehicle Parking at 8 Copperfield Close, Greenfields (DA9327) for the following reasons:

1. The proposed commercial vehicles are contrary to the objectives of the Residential Zone which *“is intended to promote a high quality residential environment by maintaining the quality and character of existing residential areas...”*
2. The proposed commercial vehicle parking is inconsistent with Clause 5.17.2d of Town Planning Scheme No 3 as the proposal includes vehicles arriving and leaving the property at all hours of the day and night.
3. The proposed commercial vehicle parking is inconsistent with Clause 5.17.2(c) of Town Planning Scheme No 3 as the parking will have undue impacts the potential impacts on neighbouring residents with respect to noise, emissions, visual appearance or any other nuisance due to its location at the end of a culs-de-sac.
4. The proposed commercial vehicle parking will have a negative impact on the amenity of the locality (Clause 67(n) of the Deemed Provisions).
5. The proposed commercial vehicle parking will not be compatible with its setting including the relationship of the proposal to development on adjoining land (Clause 67(m) of the Deemed Provisions).
6. The proposal is contrary to orderly and proper planning (Clause 67(b) of the Deemed Provisions).

LOST: 7/6

FOR: Councillors Peter Rogers, Lynn Rodgers, Lee, Jackson, Green and Darcy

AGAINST: Mayor Williams, Councillors Zilani, Matt Rogers, Pember, Knight and Di Prinzio

The Presiding Member, Mayor Williams, exercised his casting vote, voting against the motion.

During debate, Mayor Williams foreshadowed his intention to move an alternate recommendation for deferral should the current motion be lost.

Alternate Motion

MOTION

Moved: Mayor Williams

Seconded: Councillor Knight

That Council defer consideration of this item to the June Ordinary Council Meeting.

CARRIED: 10/2

For: Mayor Williams, Councillors Darcy, Di Prinzio, Green, Jackson, Knight, Pember, Matt Rogers, Peter Rogers, Zilani

AGAINST: Councillors Lynn Rodgers and Lee

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN [AGENDA ITEM 21]

Nil.

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

Nil.

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 23]

Nil.

CONFIDENTIAL ITEMS [AGENDA ITEM 24]**MOTION**

Moved: Councillor C Knight

Seconded: Councillor M Darcy

That the meeting proceeds with closed doors at 7.29pm in accordance with Section 5.23(2)(a) and (c) of the *Local Government Act 1995*, to allow for the confidential discussion of an item.

CARRIED: 12/0

Members of the media, non-senior employees and persons in the gallery left the meeting at this point. The Minute Officer and Manager Governance Services remained with Senior Officers. The Manager Sport, Recreation and Events remained connected to the meeting electronically.

THE MEETING PROCEEDED WITH CLOSED DOORS AT 7.30PM

G.26/5/20 CONFIDENTIAL ITEM: HALLS HEAD RECREATION CENTRE: REVIEW OF OPERATING MODEL (CONFIDENTIAL REPORT 1)

Confidential discussion ensued regarding this issue.

MOTION

Moved: Councillor C Knight

Seconded: Councillor P Jackson

That Council

1. **Endorse the new Community Facility Hire Model for the ongoing operations of the Halls Head Recreation Centre;**
2. **Approve the Chief Executive Officer to enter into negotiations with the Department of Education to renew the license agreement for the future management of the Halls Head Recreation Centre in line with the new operating model for a further ten years;**
3. **Inform the Peel Hockey Association of the City's intention to renegotiate the license agreement with the Department of Education and the subsequent renewal of the Association's sub-license agreement with the City of Mandurah;**
4. **Endorse the Chief Executive Officer to renegotiate the sub-license agreement with the Peel Hockey Association for the ongoing access and use of the Mandurah Hockey Stadium;**
5. **Note that due to the COVID-19 pandemic, the Halls Head Recreation Centre will not reopen under its current operating model and that the new Community Facility Hire Model will be implemented immediately subject to the WA State Government's COVID-19 guidelines; and**
6. **Note that a further review of the Recreation Centres business model and staffing structure will be undertaken to reflect the new single facility (MARC) operations.**

CARRIED: 12/0

G.27/5/20

MOTION

Moved: Councillor D Pember

Seconded: Councillor M Darcy

That the meeting proceeds with open doors.

CARRIED: 12/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 7.32PM

G.28/5/20

MOTION

Moved: Councillor A Zilani

Seconded: Councillor D Pember

That Council endorses the resolutions taken with closed doors.

CARRIED: 12/0

CLOSE OF MEETING [AGENDA ITEM 25]

There being no further business, the Mayor declared the meeting closed at 7.33pm.

CONFIRMED (MAYOR)

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

Minute	Item	Page
G.12/5/20	Strategic Internal Audit Plan 2020/21 – 2022/23 Attachment 5.1	1 – 7
G.15/5/20	Financial Report March 2020 Attachment 2.1	7 - 33
G.15/5/20	Schedule of Accounts March 2020 Attachment 2.2	Electronic only
G.16/5/20	Financial Report April 2020 Attachment 3.1	34 - 60
G.16 /5/20	COVID-19 Budget Review 2019/20 Attachment 3.2	61 - 65
G.16/5/20	Schedule of Accounts April 2020 Attachment 3.3	Electronic only
G.17/5/20	Elected Member Entitlements Policy GVN 07 Attachment 4.1	66 - 74
G.18/5/20	Regional Price Preference Policy CPM 01 Attachment 5.1	75 - 76
G.23/5/20	Rivers Regional Subsidiary Business Plan 2020 – 2025 Attachment 10.1	77 - 82
G.23/5/20	Charter of the Rivers regional Subsidiary Attachment 10.2	83 - 108
G.23/5/20	Deed of Dissolution of the Rivers Regional Council Attachment 10.3	109 - 118
G.23/5/20	Deed of Asset Transfer Attachment 10.4	119 - 125
G.23/5/20	Deed of Novation Attachment 10.5	126 - 136

Confidential Attachments

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G.12/5/20	Strategic Internal Audit Plan 2020/21 – 2022/23 Confidential Attachment 5.2	1 – 18
G.12/5/20	Strategic Internal Audit Plan 2020/21 – 2022/23 Confidential Attachment 5.3	19 – 25
G.12/5/20	Strategic Internal Audit Plan 2020/21 – 2022/23 Confidential Attachment 5.4	26 – 45
G.12/5/20	Strategic Internal Audit Plan 2020/21 – 2022/23 Confidential Attachment 5.5	46
G.13/5/20	CEO Review of Risk Management, Internal Controls and Compliance Confidential Attachment 6.1	47 – 80
G.13/5/20	CEO Review of Risk Management, Internal Controls and Compliance Confidential Attachment 6.2	81 - 96

ATTACHMENT 5.1



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

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 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
- Receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) 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.
- Approve the following:
 - Internal Audit Charter;
 - Internal Audit Manual;
 - Strategic and Operational Internal 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 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 members, consisting of:

- Five 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 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 11 of the *Local Government (Rules of Conduct) Regulations 2007*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

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 Chief Executive Officer 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 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(s) will receive \$3,000 per annum for reimbursement of expenses.

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

The Internal Auditor or internal audit service provider will be invited to present reports as and when required by the Committee.

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 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.

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.

Monthly Financial Report

March 2020



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

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

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Governance		5,856	4,758	8,405	3,647	76.65%	▲
General Purpose Funding - Rates		80,945,588	80,867,588	80,515,101	(352,487)	(0.44%)	
General Purpose Funding - Other		3,957,070	2,948,997	2,757,615	(191,382)	(6.49%)	
Law, Order and Public Safety		1,100,290	943,647	917,197	(26,450)	(2.80%)	
Health		343,000	293,208	253,748	(39,460)	(13.46%)	▼
Education and Welfare		571,300	472,213	429,865	(42,348)	(8.97%)	
Housing		-	-	-	0	0.00%	
Community Amenities		14,556,297	13,761,614	13,852,312	90,698	0.66%	
Recreation and Culture		8,005,292	6,441,240	5,964,906	(476,334)	(7.40%)	
Transport		2,768,350	2,525,532	2,588,439	62,907	2.49%	
Economic Services		1,685,000	1,363,036	1,344,716	(18,320)	(1.34%)	
Other Property and Services		332,620	275,424	356,692	81,268	29.51%	▲
		114,270,663	109,897,257	108,988,996	(908,261)	(0.83%)	
Expenditure from operating activities							
Governance		(7,122,878)	(5,302,616)	(5,217,827)	84,789	1.60%	
General Purpose Funding		(2,229,090)	(1,660,766)	(1,500,296)	160,470	9.66%	
Law, Order and Public Safety		(4,610,762)	(3,397,289)	(3,218,683)	178,606	5.26%	
Health		(2,137,990)	(1,581,624)	(1,550,442)	31,182	1.97%	
Education and Welfare		(4,581,682)	(3,366,788)	(3,209,751)	157,037	4.66%	
Community Amenities		(18,795,483)	(14,011,550)	(12,910,839)	1,100,711	7.86%	
Recreation and Culture		(46,634,168)	(34,648,983)	(32,733,058)	1,915,925	5.53%	
Transport		(29,210,757)	(20,980,160)	(20,745,879)	234,281	1.12%	
Economic Services		(6,381,979)	(4,921,776)	(4,290,294)	631,482	12.83%	▲
Other Property and Services		(11,781,965)	(8,331,579)	(8,517,382)	(185,803)	(2.23%)	
		(133,486,754)	(98,203,131)	(93,894,451)	4,308,680	4.39%	
Non-cash amounts excluded from operating activities	1(a)	34,031,463	25,274,529	25,905,602	631,073	2.50%	
Amount attributable to operating activities		14,815,372	36,968,655	41,000,147	4,031,492	-10.91%	
Investing Activities							
Non-operating grants, subsidies and contributions	8	11,740,843	9,273,265	10,565,127	1,291,862	13.93%	▲
Proceeds from disposal of assets	4	1,654,021	841,082	841,082	0	0.00%	
Purchase of property, plant and equipment	5	(37,941,613)	(31,531,078)	(15,970,341)	15,560,737	49.35%	▲
Amount attributable to investing activities		(24,546,749)	(21,416,731)	(4,564,132)	16,852,599	78.69%	
Financing Activities							
Proceeds from New Debentures	6	5,450,000	-	-	0	0.00%	
Unspent Loans		1,751,101	-	1,751,101	1,751,101	100.00%	
Prepaid Rates		(3,092,036)	-	-	0	0.00%	
Payment of lease liability		(1,503,000)	(1,103,155)	(1,109,352)	(6,197)	0.56%	
Proceeds from self supporting loans	6	100,000	-	-	0	0.00%	
Transfer from Reserves		8,572,232	-	-	0	0.00%	
Advances to Community Groups		-	-	-	0	0.00%	
Repayment of Debentures	6	(5,630,871)	(4,223,153)	(5,028,278)	(805,125)	-19.06%	▼
Transfer to Reserves		(3,641,660)	-	-	0	0.00%	
Amount attributable to financing activities		2,005,766	(5,326,308)	(4,386,529)	939,779	17.64%	
Closing Funding Surplus / (Deficit)	1(c)	18,389	17,969,616	39,793,486	21,823,870	121.45%	

KEY INFORMATION

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

Refer to Note 11 for an explanation of the reasons for the variance.

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

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

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

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Rates		80,945,588	80,867,588	80,515,101	(352,487)	(0.44%)	
Operating grants, subsidies and contributions		2,435,758	1,953,503	1,730,774	(222,729)	(11.40%)	▼
Fees and charges		26,166,991	23,113,116	23,021,646	(91,470)	(0.40%)	
Interest earnings		1,805,000	1,398,381	1,278,159	(120,222)	(8.60%)	
Other revenue		2,914,326	2,564,669	2,419,889	(144,780)	(5.65%)	▼
Profit on disposal of assets		3,000	-	23,427	23,427	100.00%	▲
		114,270,663	109,897,257	108,988,996	(908,261)	-0.83%	
Expenditure from operating activities							
Employee costs		(47,093,009)	(34,276,452)	(34,013,220)	263,232	0.77%	
Materials and contracts		(46,238,725)	(34,192,740)	(30,317,132)	3,875,608	11.33%	▲
Utility charges		(3,876,462)	(2,665,495)	(2,827,631)	(162,136)	(6.08%)	
Depreciation on non-current assets		(33,707,463)	(25,274,529)	(25,314,988)	(40,459)	(0.16%)	
Interest expenses		(1,030,728)	(786,996)	(411,794)	375,202	47.68%	▲
Insurance expenses		(1,013,367)	(759,485)	(615,149)	144,336	19.00%	▲
Other expenditure		(200,000)	(247,434)	(199,099)	48,335	19.53%	▲
Loss on disposal of assets		(327,000)	-	(195,438)	(195,438)	100.00%	▼
		(133,486,754)	(98,203,131)	(93,894,451)	4,308,680	4.39%	
Non-cash amounts excluded from operating activities	1(a)	34,031,463	25,274,529	25,905,602	631,073	2.50%	
Amount attributable to operating activities		14,815,372	36,968,655	41,000,147	4,031,492	-10.91%	
Investing activities							
Non-operating grants, subsidies and contributions	8	11,740,843	9,273,265	10,565,127	1,291,862	13.93%	▲
Proceeds from disposal of assets	4	1,654,021	841,082	841,082	0	0.00%	
Payments for property, plant and equipment	5	(37,941,613)	(31,531,078)	(15,970,341)	15,560,737	49.35%	▲
Amount attributable to investing activities		(24,546,749)	(21,416,731)	(4,564,132)	16,852,599	78.69%	
Financing Activities							
Proceeds from new debentures	6	5,450,000	-	-	0	0.00%	
Unspent Loans Utilised		1,751,101	-	1,751,101	1,751,101	100.00%	▲
Prepaid Rates		(3,092,036)	-	-	0	0.00%	
Payment of lease liability		(1,503,000)	(1,103,155)	(1,109,352)	(6,197)	(0.56%)	
Proceeds from self-supporting loans	6	100,000	-	-	0	0.00%	
Transfer from reserves		8,572,232	-	-	0	0.00%	
Repayment of debentures	6	(5,630,871)	(4,223,153)	(5,028,278)	(805,125)	(19.06%)	▼
Transfer to reserves		(3,641,660)	-	-	0	0.00%	
Amount attributable to financing activities		2,005,766	(5,326,308)	(4,386,529)	939,779	17.64%	
Closing Funding Surplus / (Deficit)	1(c)	18,389	17,969,616	39,793,486	21,823,870	121.45%	

KEY INFORMATION

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

Refer to Note 11 for an explanation of the reasons for the variance.

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

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

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

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

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals		(3,000)	0	(23,427)
Movement in pensioner deferred rates (non-current)		0	0	83,906
Movement in employee benefit provisions (non-current)		0	0	334,697
Add: Loss on asset disposals		327,000	0	195,438
Add: Depreciation on assets		33,707,463	25,274,529	25,314,988
Total non-cash items excluded from operating activities		34,031,463	25,274,529	25,905,602

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

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

		Budget Closing 30 Jun 2019	Budget Closing 30 Jun 2020	Year to Date 31 Mar 2020
Adjustments to net current assets				
Less: Reserves - restricted cash		(31,592,143)	(26,661,571)	(31,592,143)
Less: Unspent loans		(1,751,101)	0	0
Less: Capital Commitments		(2,426,444)	0	0
Less: ESL debtors		0	0	(779,304)
Less: Prepaid Rates		3,092,036	0	(3,230,901)
Less: Clearing accounts		0	0	937,586
Add: Borrowings	6	4,960,705	5,630,871	2,581,712
Add: Lease liability		0	0	(1,109,352)
Add: Provisions - employee		4,886,154	4,452,000	4,886,154
Add: Loan Facility offset		0	0	12,000,000
Total adjustments to net current assets		(22,830,793)	(16,578,700)	(16,306,248)

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

Current assets				
Cash and cash equivalents	2	45,552,853	32,717,960	52,193,129
Rates receivables	3	3,295,078	3,000,000	9,720,477
Receivables	3	3,079,788	3,670,000	5,690,245
Other current assets		1,349,951	450,000	460,954
Less: Current liabilities				
Payables		(8,843,628)	(9,158,000)	(2,030,287)
Borrowings	6	(4,960,705)	(5,630,871)	(2,581,712)
Contract liabilities		(183,071)	0	(5)
Lease liabilities		0	0	1,109,352
Provisions		(8,715,473)	(8,452,000)	(8,462,419)
Less: Total adjustments to net current assets	1(b)	(22,830,793)	(16,578,700)	(16,306,248)
Closing Funding Surplus / (Deficit)		7,744,000	18,389	39,793,486

CURRENT AND NON-CURRENT CLASSIFICATION

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

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

**OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS**

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account	14,096,708	Variable		Westpac	AA-	NA	NA	
Westpac Trust Bank Account	583,401	Variable	NA	Westpac	AA-	NA	NA	
Visitors Centre	6,393	Variable	NA	Westpac	AA-	NA	NA	
	14,686,502							
Municipal Investments								
Muni 10 - 9652-46197	29,695	1.05%	309	ANZ	AA-	1/10/2019	1/10/2020	366
Muni 35 - 42-674-4859	3,023,982	1.60%	12,146	NAB	AA-	13/01/2020	14/04/2020	92
Muni 36 - 29-157-8194	3,022,678	1.53%	11,361	NAB	AA-	29/11/2019	27/02/2020	90
MNS 31 - 582058	6,077,638	1.50%	8,729	Westpac	AA-	28/02/2020	31/03/2020	32
MNS 60 - 582007	336,812	1.55%	1,565	Westpac	AA-	28/02/2020	30/04/2020	62
	12,490,805							
Reserve Investments								
Reserve 1 - 849461	1,061,049	1.45%	3,780	Bendigo	A-	31/01/2020	30/04/2020	90
Reserve 26 - 80-802-2069	2,469,370	1.50%	12,319	NAB	AA-	28/02/2020	29/06/2020	122
Reserve 28 - 74-528-7456	3,028,372	1.60%	11,901	NAB	AA-	22/01/2020	21/04/2020	90
Reserve 30 - 78-911-3263	3,026,424	1.60%	11,893	NAB	AA-	8/01/2020	7/04/2020	90
Reserve 31 - 78-920-6945	3,028,504	1.60%	12,033	NAB	AA-	24/01/2020	24/04/2020	91
Reserve 32 - 33713404	3,009,764	1.32%	9,764	Commonwealth	AA-	25/02/2020	25/05/2020	90
RNS 31 - 581565	6,787,424	1.50%	9,749	Westpac	AA-	28/02/2020	31/03/2020	32
RNS 60 - 581573	3,188,315	1.55%	4,719	Westpac	AA-	28/02/2020	30/04/2020	62
	25,599,222							
Trust Investments								
Trust 9 - 072-30538-6	87,057	1.00%	73	Bankwest	AA-	30/01/2020	2/03/2020	32
Bonds NS 90 - 582066	3,399,938	1.60%	5,180	Westpac	AA-	28/02/2020	31/03/2020	32
	3,486,995							
Total	56,263,525		115,522					

Interest revenue

Investment Interest Accrued	115,522
Investment Interest Matured	480,033
Rates Interest	682,604
	1,278,159

Interest Earned**\$1,278,159****Trust Funds**

Cash At Bank	583,401
Investment	3,486,995
	4,070,396

Total Municipal and Reserve Funds**52,193,129**

	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Loan Offset Facility				
Westpac	12,000,000	2.80%	27,782	249,885

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
\$64.19 M	\$38.59 M

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

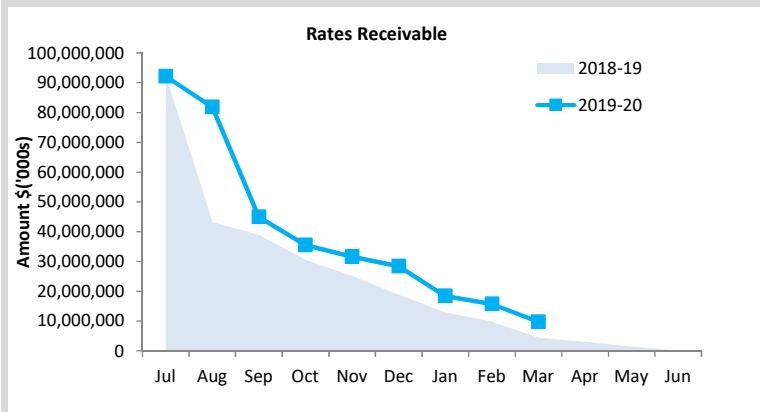
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates Receivable	30 June 2019	31-Mar-19	31 Mar 20
	\$		\$
Opening Arrears Previous Years	2,943,000	2,943,000	3,295,078
Rates levied	78,487,059	78,487,059	80,212,522
Less - Collections to date	(78,134,981)	(76,986,059)	(73,787,123)
Equals Current Outstanding	3,295,078	4,444,000	9,720,477
Net Rates Collectable	3,295,078	4,444,000	9,720,477
% Collected	96%	94.5%	88.4%
No. of Legal Proceedings Commenced for the 2019/20 year			5
No. of properties > \$10,000 outstanding			34
No. of properties between \$3,000 and \$10,000 outstanding			333
Value of Rates Concession			\$ 8,899
Value of Rates Exemptions			\$ 2,367,552

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable		531,438	1,363,679	37,537	47,399	1,961,135
Recreation Centres		101,591				101,591
Mandurah Ocean Marina		24,860				24,860
GST receivable		362,749				362,749
Infringements		1,012,937				1,012,937
Pensioners rates and ESL deferred		2,204,094				2,204,094
Other Receivables		22,878				22,878
Total Receivables General Outstanding		4,260,547	1,363,679	37,537	47,399	5,690,245
Percentage		74.9%	24%	0.7%	0.8%	

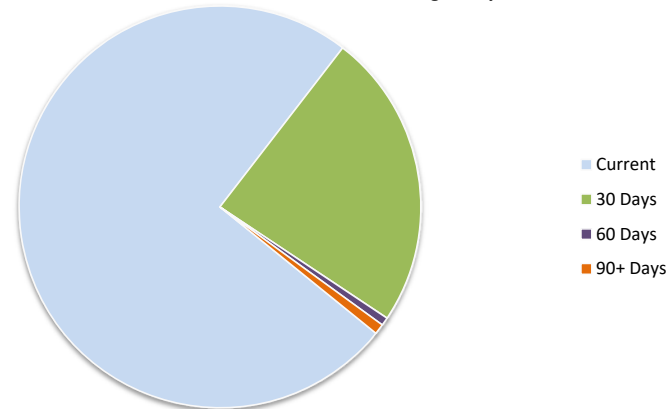
KEY INFORMATION

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
88.4%	\$9,720,477

Receivables - General Amount Outstanding in Days



Debtors Due

\$5,690,245

Over 30 Days

25%

Over 90 Days

1%

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

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
		\$	\$
Land	Sale of Land in Port Mandurah	600,000	363,965
Light Passenger Vehicles - Replacement			
HYUNDAI EXCEL AUTO ACTIVE 5 DR HATCH	Marina - Works and Services (C00116)	8,831	0
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	OHS - Sustainable Development (C00216)	13,385	17,327
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Community Festivals and Events (C004)	12,222	13,327
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	Planning Services - Sustainable Development (C01216)	13,410	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Asset Management - Works and Services (C02316)	12,384	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Planning Services - Sustainable Development (C02616)	12,425	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Projects Coordinator - Works and Services (C044)	12,212	14,145
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Sustainable Development - Building Services (C056)	12,216	12,327
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Engineering Design and Development - Works and Services (C06116)	13,160	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Senior Citizens Centre Coordinator - People and Communities (C063)	12,214	12,782
FORD MONDEO AUTO AMBIENTE WAGON	Principal Environmental Officer - Sustainable Development (C071)	11,122	12,100
MAZDA 6 5DR WAGON	Manager - Sport, Recreation & Events (C00419)	30,000	0
Light Commercial Vehicles - Replacement			
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE	Health Services - Sustainable Development (U00316)	20,756	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks North - Works and Services (U007)	18,493	0
FORD RANGER DUAL CAB 4X4 PICKUP	Works Construction - Works and Services (U01616)	19,948	23,236
FORD RANGER DUAL CAB 4X4 PICKUP	Environmental Health Services - Sustainable Development (U02117)	19,555	23,236
FORD RANGER DUAL CAB 4X4 PICKUP	Surveying Services - Works and Services (U02216)	20,355	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks Natural Areas - Works and Services (U029)	18,493	23,236
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U03216)	17,689	0
MITSUBISHI TRITON 2X4 CAB/CHASSIS	Citybuild Works and Services (U039)	11,374	18,691
ISUZU D'MAX DUAL CAB 2X4 PICKUP	Facilities Management - Works and Services (U051)	17,272	15,964
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05216)	19,699	0
FORD RANGER SINGLE CAB 4x4 TRAYBACK	Traffic Management - Works and Services (U05316)	21,371	0
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Central - Works and Services (U05416)	17,908	0
FORD RANGER DUAL CAB 2X4 PICKUP	Parks Central - Works and Services (U05816)	18,573	0
FORD RANGER DUAL CAB 2X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05916)	20,400	0
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U069)	15,094	0
HOLDEN COLORADO DUAL CAB 2X4 PICKUP	Sustainable Development Management - Sustainable Development (U07017)	16,407	15,964
FORD RANGER DUAL CAB 4X4 PICKUP	Landscaping Services - Works and Services (U07317)	17,442	22,555
Trucks & Buses Replacements			
NISSAN-UD 280 SINGLE CAB TWO WAY TIPPER	Works Construction - Works and Services (T002)	0	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1000S	Civil Maintenance - Works and Services (T005)	0	0
HINO 500 SINGLE CAB THREE WAY TIPPER	Civil Maintenance - Works and Services (T006)	0	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1500	Civil Maintenance - Works and Services (T007)	0	0
HINO 500 SINGLE CAB TWO WAY TIPPER	Civil Construction Drainage - Works and Services (T026)	0	0
HINO -MACDONALD JOHNSTON VS650 ROADSWEPPER	Civil Maintenance - Works and Services (T051)	74,326	0
Trailers			
2.0-4.5T FLAT TOP 5x2.5M WITH RAMP SOUTHWEST	Parks Southern - Works and Services (V001)	3,040	0
2.0-4.5T SIGN TRAILER	Works Construction - Works and Services (P011)	2,700	0

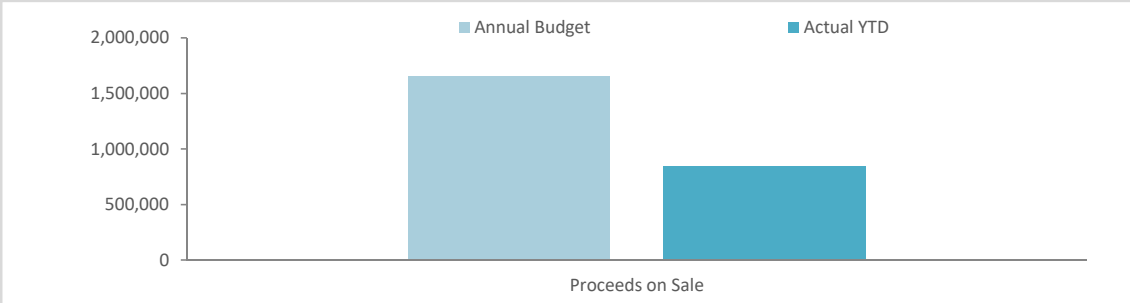
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
0.9T 2.1x1.2M BOX WITH RAMP	Environmental Services - Sustainable Development (P044)	530	0
2.0-4.5T TANDEM MOWER TRAILER WITH RAMP	(P140)	2,040	0
2.0-4.5T TANDEM BOX TRAILER WITH RAMP	(P143)	700	0
<u>Parks & Mowers</u>			
KUBOTA 72" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M00216)	7,500	0
ISEKI 72" OUTFRONT DECK MOWER	Parks Southern - Works and Services (M00316)	7,250	5,774
ISEKI 60" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M01616)	7,250	0
TORO REELMASTER SIDEWINDER 3100D	Parks Central - Works and Services (M023)	5,821	0
TORO 72" ZERO TURN MOWER	Parks Southern - Works and Services (M02616)	7,000	0
DEUTSCHER H660-II SELF POWERED ROTARY MOWER	Parks Assets - Works and Services (M100)	900	0
TORO 60" TURBO ZERO TURN MOWER	Parks Central - Works and Services (M032)	7,643	0
RED EXIM VERTI DRAIN AERATOR	Parks Northern - Works and Services (N021)	10,600	0
HOWARD HD150CR MOWER ROTASLASHER	Parks Assets - Works and Services (N023)	1,160	0
NEW HOLLAND BOOMER 3050 TRACTOR	Parks Northern - Works and Services (P602)	9,000	0
<u>Miscellaneous Equipment >\$1500</u>			
NISSAN MODEL 25 FORKLIFT	Parks Southern - Works and Services (L003)	4,181	0
KOMLETE SCREEN PLANT	Manager Operations Services Manager - Works and Services (P013)	15,240	9,744
SPRAY UNIT MOTOR AND PUMP	Environmental Health Services - Sustainable Development (P045)	500	0
ROADLINES SCRABBING MACHINE	Works Construction - Works and Services (P049)	100	0
PILOT K50SI SILENT COMPRESSOR AND INSTALL	Cityfleet - Works and Services (P054)	1,100	0
TOPCON TP-4LGV PIPE LASER	Civil Construction - Works and Services (P094)	790	959
ERS TURBO WASH PARTS WASHER	Cityfleet - Works and Services (P095)	0	0
JASMAN ELECTRIC STEAM CLEANER	Cityfleet - Works and Services (P098)	100	0
BENDPAK HOIST	Cityfleet - Works and Services (P114)	1,480	0
<u>Plant Disposed from 2018/19 budget</u>			
HINO 700 FS2844 SINGLE CAB TIPPER TRUCK DSL MAN18SP			
PBB BODY TARP	Works Construction - Works and Services (T029)	52,505	52,505
ISUZU SINGLE CAB TRAY WITH KEVRECK 1500	Projects (T010)	21,492	21,492
KUBOTA F3690 60INCH OUTFRONT MOWER DSL	Plant (M014)	5,981	5,981
KUBOTA F3690 72' OUTFRONT MOWER DSL SIDE DISCHARGE	Plant (M004)	9,357	9,350
Trailer Single Axle Tipping Mower	Plant (P1425)	1,723	1,723
TRAILER LOW LOADER FLOAT .	Works Construction - (P182)	12,593	12,593
Kubota RTV 900 XTW 4WD Utility	Parks South Plant (1290) U106	10,913	10,913
TOYOTA RAV4 CV 2WD WAGON ULP AUTO	C075	17,041	17,041
HINO 700 SERIES FS1ELKD TIPER TRUCK	T027	51,679	51,679
Kubota RTV 900 XTW 4WD Utility	Parks Plant (1289) U105	7,226	7,226
ISUZU FTS800 4WD SINGLE CAB WATER TRUCK DSL MAN			
NUFAB 7000L TANK	T014	50,057	0
MITSUBISHI CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T013	22,647	0
MITSUBISHI CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T015	22,647	20,647
SCARAB MERLIN ROADSWEEPER ON NISSAN UD MK240 DSL			
MAN/HYDROSTAT	T050	70,867	0
RFQ09-2019 - Supply and Deliver One New 5T Trayback Truck with Kevrek Crane.	T004	27,332	0
<u>Plant Disposed - other</u>			
Hyundai Sante FE Elite Wagon Auto DSL	Recreation Services -P1411 C03616	24,600	24,600
		1,654,021	841,082

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

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

Asset	Asset Description	Budget	YTD Actual						
		Proceeds	Proceeds						
KEY INFORMATION									
		Annual Budget Actual YTD <table><thead><tr><th>Category</th><th>Annual Budget</th><th>Actual YTD</th></tr></thead><tbody><tr><td>Proceeds on Sale</td><td>~1,650,000</td><td>~850,000</td></tr></tbody></table>		Category	Annual Budget	Actual YTD	Proceeds on Sale	~1,650,000	~850,000
Category	Annual Budget	Actual YTD							
Proceeds on Sale	~1,650,000	~850,000							

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

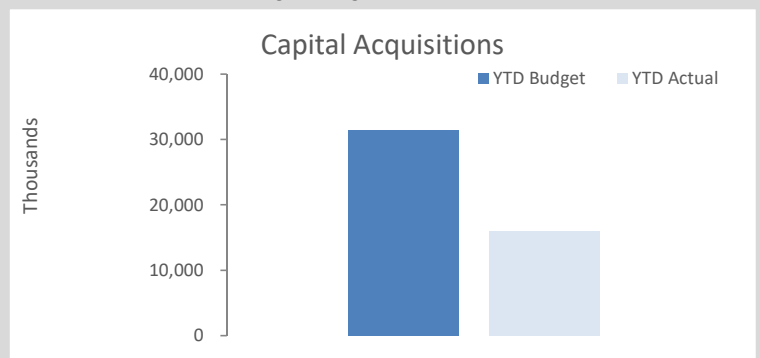
**INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	3,523,900	3,590,947	3,177,959	1,575,105	(1,602,854)
Equipment	435,532	535,532	460,575	376,706	(83,869)
Machinery	4,064,766	3,526,980	2,598,937	2,212,313	(386,624)
Infrastructure - Roads	11,986,132	11,991,457	9,858,749	6,719,783	(3,138,966)
Bridges	744,980	753,306	625,683	329,291	(296,392)
Parks	4,221,862	4,113,414	3,352,964	2,243,866	(1,109,098)
Drainage	1,116,564	954,193	930,991	340,872	(590,119)
Coastal & Estuary	1,610,873	785,973	660,030	399,847	(260,183)
Other Infrastructure	12,012,043	11,689,811	9,865,190	1,772,557	(8,092,633)
Capital Expenditure Totals	39,716,652	37,941,613	31,531,078	15,970,341	(15,560,737)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	12,862,110	11,145,418	21,416,731	4,564,132	(16,852,599)
Capital grants and contributions	10,758,324	11,740,843	9,273,265	10,565,127	1,291,862
Borrowings	8,094,397	7,201,101	0	0	0
Other (Disposals & C/Fwd)	1,609,590	1,654,021	841,082	841,082	0
Cash Backed Reserves					
Building Reserve	719,448	610,962	0	0	0
Asset Management Reserve	550,000	554,360	0	0	0
Property Acquisition Reserve		379,270	0	0	0
Sustainability Reserve	141,000	148,745	0	0	0
Sanitation Reserve	618,451	334,285	0	0	0
Community Improvements Reserve	53,751	63,698	0	0	0
Traffic Bridge Reserve	495,220	495,220	0	0	0
Mandurah Ocean Marina Reserve	92,128	127,128	0	0	0
Unspent Grants & Contributions Reserve	3,436,338	3,440,562	0	0	0
Carbon Offset Reserve	40,000	40,000	0	0	0
Digital Futures Reserve		0	0	0	0
Specified Area Rates - Port Mandurah Canals	245,895		0	0	0
Sportclubs Maintenance Levy Reserve		6,000		0	0
Capital Funding Total	39,716,652	37,941,613	31,531,078	15,970,341	(15,560,737)

SIGNIFICANT ACCOUNTING POLICIES

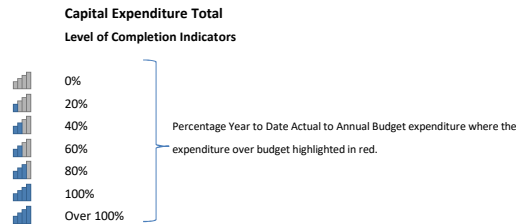
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current 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
	\$37.94 M	\$15.97 M	40%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$11.74 M	\$10.57 M	98%

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



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

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings							
	1632.750578. CSRFF	150,000	62,000	46,483	0	62,000	
	1632.750579. Mh Mustangs FC - Facility Development	174,410	174,410	174,412	0	174,410	Detailed design costings are being finalised and construction is expected in Q4, with completion due October/November 2020.
	1632.750580. Peelwood Res - Changeroom Upgrade	21,140	21,140	15,851	0	21,140	Project being staged. Stage 1 is home changeroom for ovals 2 and 3 to be completed this year. Construction to commence Q4.
	1632.750581. BDYC Security Upgrade	32,768	32,768	24,564	0	32,768	Works to commence Q4.
	1632.750582. Mandurah Library Ablutions Refurbishment	21,140	21,140	15,851	1,140	20,000	Construction complete. Finances to be finalised.
	1632.750583. Museum Garage Area Flooring	11,627	11,627	8,713	10,968	659	Construction 90% completed.
	1632.750584. Tuart Av Community Kitchen Retrofit	264,258	30,000	27,973	17,058	12,942	Application for grant monies submitted start of March. Project on hold until outcome of grant application is known in May.
	1632.750510. CASM Ablution Upgrade	31,711	31,711	23,781	4,691	27,020	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1632.750585. CASM Sliding Door	21,140	21,140	15,851	20,165	975	Works complete. Finances to be finalised.
	1632.750586. MARC LED & Lighting Control	52,851	52,851	39,624	2,851	50,000	Works commenced Q3.
	1632.750587. Coodanup Community Centre Ablution	73,993	73,993	55,483	51,893	22,100	Construction complete. Finances to be finalised.
	1632.750588. Owen Avenue Ablution	158,554	158,554	158,554	11,664	146,890	Project proposed to be cancelled following COVID-19 Review. To be relisted in 2020/21 Ablutions-New Program.
	1632.750589. Admin Building First Floor Carpet	52,851	52,851	39,624	2,851	50,000	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1632.750591. Civic Chamber Meeting Rooms	84,563	104,563	41,436	9,563	95,000	Works to commence Q4.
	1632.750590. Civic Building HVAC Replacement	10,570	12,370	9,272	12,370	0	Completed.
	1632.750592. MARC Aquatic Window Control Gear	40,168	40,168	30,118	0	40,168	Works commenced Q3.
	1632.750593. MARC Roof Access Walkways	63,422	43,422	32,557	3,422	40,000	Works to commence Q4.
	1632.750594. Museum House Asbestos Removal	79,278	79,278	79,276	58,484	20,794	Completed. Finances to be finalised.
	1632.750595. Museum Rear Roller Door Replacement	15,855	15,855	11,890	12,557	3,298	Completed. Finances to be finalised.
	1632.750596. Museum Window Frames Replacement	26,426	26,426	19,820	27,512	(1,086)	Completed.
	1632.750600. Facility Glazing Compliance Upgrade	60,251	54,902	41,171	0	54,902	Works to commence Q4.
	1632.750601. East Mandurah Playgroup Roller Door	10,584	10,584	7,939	5,632	4,952	Completed.
	1632.750602. Mechanical Workshop Shade Project	13,741	17,290	12,970	17,366	(76)	Completed.
	1632.750603. Southern Ops Transportable Meeting Room	84,563	84,563	41,436	0	84,563	Works to commence Q4.
	1632.750604. Falcon Pavilion Roof	26,426	9,213	19,820	9,213	0	Completed.
	1632.750605. Port Bouvard SLSC Gear Shed Re-Roof	95,133	102,133	102,133	0	102,133	Works to commence Q4.
	1632.750606. South Mh Football Club Pavilion	79,278	79,278	79,274	60,955	18,323	Completed.
	1632.750609. Site Main Switchboards	95,133	95,133	71,334	0	95,133	Works to commence Q4. This work will occur at same time as MARC Generator Commissioning following installation of generator.
	1632.750610. Dolphin Drive MATV Compound	10,468	10,468	7,849	10,330	138	Completed.
	1632.750611. Marina Ablution Facility Shed	10,468	13,000	9,748	7,991	5,009	Construction complete. Finances to be finalised.
	1632.750516. Change Rooms Upgrade Program	75,000	220,000	220,000	4,480	215,520	Falcon Pavilion CSRFF grant application was successful. Planned tender advertising for April 2020 with construction to commence May/June 2020. Completion due October 2020.
	1632.750520. Northport Reserve, Baloo Crescent Facility	80,000	90,790	90,790	90,790	(0)	Completed.
	1632.750567. South Mandurah FC Changerooms (CSRFF)	30,000	34,850	26,130	30,000	4,850	Construction stalled due to sewer/gas connection issues. Additional funding required, amount and source to be determined.
	1632.750572. MMFC Upgrade Rushton North Pav (CSRFF)	65,000	38,177	28,632	38,177	(0)	Completed.
	1632.750433. Port Bouvard Surf Life Saving Club	34,818	50,476	50,476	50,476	0	Completed.
	1632.750416. SL Peelwood Parade Reserve	23,050	47,800	47,800	47,800	(0)	Completed.
	1632.750523. Bush Fire Brigade	440,625	531,449	495,523	503,507	27,942	Construction completed.
	1632.750577. New 60 Peel St Demolition	30,000	23,831	23,831	23,831	0	Completed.
	1632.750524. SCC & SIPS Buildings energy upgrades	55,000	47,690	35,761	47,690	(0)	Completed.
	1632.750454. MARC/Waste Transfer Station - Solar Plan Phase 5	300,993	311,000	289,979	1,586	309,414	Works to commence Q4.
	1632.750501. MARC Systems Integration	110,000	51,995	51,995	8,962	43,033	Harmonics works complete. Generator integration works to be completed.

Council Meeting Attachments

26 May 2020

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

Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds		Comment
 1632.750532. Civic Building - Tuckey Room	231,698	294,936	294,936	143,759	151,177		Works to commence Q4.
 1632.750289. RS - MARC Redevelopment Stage 2	7,458	7,663	7,663	7,663	0		Completed.
 1632.750573. MARC squash court roof drainage	20,000	3,043	3,043	3,043	0		Completed.
 1632.750575. Central Boardwalk	80,000	100,000	100,000	88,426	11,574		Major works 95% complete with minor landscaping still to be finished.
 1632.750451. Bortolo Reserve Sports Lighting	67,488	57,095	42,809	57,095	0		Completed.
 1632.750498. Museum Courtroom Interpretation Project		11,561	11,561	11,561	0		Completed.
 1632.750550. Indoor Sports Facility		0	0	0	0		Carryover budget not required. Funds returned at Budget Review.
 1632.750612. WMC Tipping Shed Security Doors		60,000	60,000	51,713	8,287		Construction complete and financially complete.
 1632.750512. Mandurah Library Staff Workroom		0	0	(129)	129		Credit received for works on 2018/19 capital project.
 1632.750613. MARC Aquatic Condensation		44,616	21,863	0	44,616		Works to commence Q4.
 1632.750614. Museum Office Ceiling Refurbishment		10,144	4,970	0	10,144		Project proposed to be cancelled following COVID-19 Review.
 1632.750615. MSLSC Carpet Replacement		6,000	2,940	6,000	0		Completed.
 1632.750616. Park Rd SES Building Workshop Upgrade		5,000	2,450	0	5,000		Works to commence Q4.
Bridges							
 1634.880011. Mandurah Traffic Bridge Feature Lighting	10,570	10,072	7,553	10,072	1		Completed.
 1634.880001. Old Mandurah Bridge	495,220	500,000	374,900	100,000	400,000		Design in progress in line with the plans for the western foreshore redevelopment and reviewing site requirements.
 1634.880010. New Bridge boardwalk extension stairway	239,190	243,234	243,230	219,219	24,015		Stairs complete. Shared path anti skid to commence Q4.
Parks							
 1635.700395. Falcon Reserve Activation Plan	250,639	250,639	122,813	34,857	215,782		Project proposed to be deferred to 2020/21 following COVID-19 Review.
 1635.700396. Falcon Skate Park Upgrade	400,000	400,000	196,000	11,916	388,084		Earthworks 60% complete.
 1635.700397. Fowler Reserve - Cricket Nets	18,000	18,000	13,493	16,980	1,020		Completed.
 1635.700398. Rushton Park Development Works	40,000	40,000	29,992	40,000	0		Completed.
 1635.700399. Lakelands Community Garden	30,000	30,000	22,494	0	30,000		Project proposed to be deferred to 2020/21 following COVID-19 Review.
 1635.700436. Upgrade Billy Dowers Outdoor Space	32,000	32,000	23,997	30,924	1,076		Construction 95% complete.
 1635.700400. Westbury Way Offset Fencing	16,000	13,745	13,745	13,745	0		Completed.
 1635.700430. Kerosene Tank Bunding	15,000	15,000	15,000	0	15,000		Works to commence Q4.
 1635.700401. Birchley Reserve Upgrade Stage 2	136,712	136,712	136,712	133,533	3,179		Construction 95% complete.
 1635.700402. Falcon Bay Foreshore Stage 3 of 4	341,780	341,780	341,781	338,224	3,556		Construction complete. Finances to be finalised.
 1635.700403. Grahame Heal Reserve	96,838	96,839	96,840	14,161	82,678		Playground equipment has been ordered, delay on shipment due to COVID-19. Construction to commence Q1 2020/21.
 1635.700404. Halls Head Recycled Water	227,854	227,854	111,649	40,079	187,775		Tender evaluation April. Works to commence Q4.
 1635.700405. Mandjar Square Final Stage	341,780	336,780	252,529	286,406	50,374		Construction 95% complete. Unforeseen additional drainage/roof works still to be undertaken.
 1635.700406. Pebble Beach Boulevard Res 46649	182,282	182,282	182,282	22,309	159,973		Project proposed to be deferred to 2020/21 following COVID-19 Review.
 1635.700407. Pinjarra Road East Stage 2	284,817	284,817	284,817	227,051	57,766		Construction 75% complete.
 1635.700408. Riverview Foreshore Stage 2	22,785	17,785	17,786	2,785	15,000		Construction 25% complete.
 1635.700409. San Marco Quays Playground Final Stage	22,785	24,053	24,053	24,053	(0)		Completed.
 1635.700410. Westbury Way North side POS Stage 3	227,854	227,854	227,855	59,438	168,416		Construction 50% complete.
 1635.700411. Convert Sporting Ovals to SDS	50,000	50,000	50,000	16,057	33,943		Construction 50% complete.
 1635.700412. Dawesville Reserve Firebreaks	14,810	14,810	14,810	0	14,810		Construction to commence Q4. Delayed due to change in contractor.
 1635.700413. Duverney Park Picnic Facilities	22,785	22,785	22,786	16,984	5,801		Construction 95% complete.
 1635.700415. Melaleuca Reserve Shade Sail	30,760	30,760	30,761	31,170	(410)		Construction complete and financially complete.
 1635.700416. Moorhen Green Upgrade	34,178	34,178	34,178	27,554	6,624		Construction 50% complete.
 1635.700417. Old Yacht Club Superficial Bore	41,074	41,074	41,074	26,038	15,036		Construction 95% complete.
 1635.700414. Jerramungup Gdn/Wittenoom Turn	28,481	28,481	28,482	22,340	6,141		Construction 95% complete.
 1635.700418. Shade Sales Various Sites	113,927	113,927	113,927	74,756	39,171		Construction 95% complete.
 1635.700420. Basketball Hoops Renewal	20,000	20,000	20,000	18,134	1,866		Completed.
 1635.700421. Eastern Foreshore Softfall Renewal	12,134	12,134	12,134	0	12,134		New contractor being sought to complete softfall projects. Construction to commence Q4.
 1635.700422. Louis Dawe Park Renewal	68,356	68,356	68,357	14,349	54,007		Playground equipment has been ordered, delay on shipment due to COVID-19. Construction to commence Q1 2020/21.
 1635.700423. Mogum Reserve Softfall Renewal	30,000	30,000	30,000	0	30,000		New contractor being sought to complete softfall projects. Construction to commence Q4.
 1635.700424. Olive Road Foreshore Renewal	28,481	17,000	16,999	6,701	10,299		Construction 95% complete.
 1635.700425. Quandong Reserve Renewal	60,000	60,000	60,002	14,152	45,848		Construction 50% complete.
 1635.700426. Rushton Park Fencing Renewal	20,000	20,000	20,000	17,210	2,790		Completed.
 1635.700427. Signage	56,963	16,963	16,963	13,486	3,477		2019-2020 Ongoing Program.
 1635.700431. Electric BBQ Replacement	68,708	68,708	51,522	57,144	11,564		2019-2020 Ongoing Program.
 1635.700432. Goegrup Lake Boardwalk	63,470	3,470	2,601	0	3,470		Project cancelled due to location not in the city's boundaries.
 1635.700433. Estuary Road Boardwalk	21,237	13,281	9,955	13,281	0		Completed.
 1635.700434. Bethyl Corner Renewal	158,554	140,767	123,554	45,466	95,301		Construction 30% complete.
 1635.700435. Power Meter Enclosures	95,133	95,133	71,334	40,258	54,875		2019-2020 Ongoing Program.
 1635.700429. Town Beach Shower	20,937	19,032	14,267	19,032	(0)		Completed.
 1635.700364. Mandjar Square Water Feature	199,325	196,736	147,520	196,736	(0)		Completed.

Council Meeting Attachments

26 May 2020

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

Account Description			Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	1635.700346.	Coote Reserve BMX Track	60,000	65,000	48,741	65,079	(79)	Completed.
	1635.700361.	Mandjar Square Stage 3 & 4	90,000	62,150	46,608	62,150	0	Completed.
	1635.700365.	Novara Foreshore Stage 3	50,000	106,354	79,742	83,272	23,082	Construction 95% complete.
	1635.700377.	MARC improvement to car park area	5,000	4,570	3,429	3,750	820	Construction complete.
	1635.700385.	Lakes Lawn Cemetery - Signage	9,998	8,316	6,238	6,427	1,889	Construction 80% complete.
	1635.700387.	Parks and Reserves Signage	12,925	0	0	0	0	Carryover budget not required. Completed in 2018/19. Committed PO has been expedited.
	1635.700389.	Lakes Lawn Cemetery Gates/signage	7,500	0	0	0	0	Carryover budget not required. Funds returned at Budget Review.
	1635.700376.	Mandurah Rd median - Gordon to Meadow Sp	40,000	48,491	36,364	48,491	0	Construction complete.
	1635.700363.	Falcon Bay Foreshore Stage 2		17,798	13,348	7,388	10,410	Construction complete and finances to be finalised.
	1635.700437.	Mandurah Croquet Club Shade Structures		7,000	3,430	0	7,000	Works to commence Q4.
Roads								
	1636.500946.	Flagpole Lighting ADC Buildings	15,855	5,711	4,284	5,711	(0)	Completed.
	1636.500947.	Reserve Lighting Device Upgrade	7,000	7,000	5,248	5,390	1,610	Works to commence Q4.
	1636.500948.	Sthn Districts Fire Brigade (Carpark)	54,516	54,516	40,875	32,897	21,619	Construction 95% complete.
	1636.500949.	City Centre Parking and Signage	160,385	160,385	120,256	0	160,385	Project to be carried out in conjunction with the Eastern and Western Foreshore redevelopment works.
	1636.500950.	Smart Street Mall Upgrade	1,503,613	1,503,613	1,127,409	35,921	1,467,692	Civil design progressing and will include the central area of the mall being trafficable. Structural advice and detail design for shade structures to be completed shortly.
	1636.500951.	RC Dower Street	817,747	817,747	817,747	812,409	5,339	Completed.
	1636.500952.	RC Mississippi Drive	436,132	386,132	386,128	159,359	226,773	Construction 75% complete. Scope of works changing to accommodate additional lighting and path works within budget. \$15k Underspend to be allocated to TM Old Coast Rd/Rutland Ave overspend.
	1636.500953.	RC Peel Street	817,747	817,747	507,003	0	817,747	Stage 1 works confirmed to commence Q4. Stage 2 works will be programmed for 2021.
	1636.500954.	RC Pinjarra Road	760,839	760,839	760,839	718,973	41,866	Civil construction complete. Services and landscaping works to be completed.
	1636.500955.	RR Bailey Boulevard	281,154	281,154	281,155	32,722	248,432	Construction to commence Q4.
	1636.500956.	RR Beacham Street	365,501	275,501	275,502	236,005	39,496	Construction complete and financially complete.
	1636.500957.	RR Clarice Street	275,531	325,531	201,831	248,443	77,088	Construction is 95% complete.
	1636.500958.	RR Creery Street	84,347	80,056	80,057	80,056	0	Completed.
	1636.500959.	RR Fernwood Rd/Old Coast Rd	208,054	68,054	68,057	62,163	5,891	Completed.
	1636.500960.	RR Gordon Road	281,154	221,154	281,154	212,150	9,004	Construction complete and financially complete.
	1636.500961.	RR Merrivale Street	404,862	354,862	354,861	329,561	25,301	Construction complete and financially complete.
	1636.500962.	RR Thera Street	337,385	397,385	209,179	39,893	357,492	Construction to commence Q4. Project to be split into 3 stages due to budget constraints.
	1636.500963.	TM Discretionary Traffic Mgmt	109,033	109,033	67,601	51,488	57,545	2019-2020 Ongoing Program.
	1636.500964.	TM Old Coast Rd/Rutland Dr Roundabout	109,033	109,033	109,032	113,846	(4,813)	Construction complete. Finances to be finalised, \$15k overspend to be funded from underspend on RC Mississippi Drive.
	1636.500965.	TM Wilderness Dr/Old Coast Rd	109,033	109,033	109,033	101,905	7,128	Civil construction complete, lighting to be installed.
	1636.500966.	CP Aldgate St Realignment Stage 2	81,775	81,775	81,780	7,161	74,614	Construction complete. Finances to be finalised.
	1636.500967.	CP Pinjarra Rd/Sutton St	32,710	62,710	62,710	62,251	459	Construction 75% complete.
	1636.500968.	RS Aberdeen Close	15,183	43,245	43,243	43,245	(0)	Completed.
	1636.500969.	RS Aberdeen Cl/Balmoral Pde Intersection	10,122	0	0	0	0	Funds reallocated to RS Aberdeen Close.
	1636.500970.	RS Achilles Place	67,477	40,510	40,506	40,510	(0)	Completed.
	1636.500971.	RS Aldgate St/Parkview St Intersection	16,026	24,120	19,119	16,936	7,184	Construction is 95% complete.
	1636.500972.	RS Beam Road	56,230	44,984	44,984	44,683	301	Completed.
	1636.500973.	RS Esprit Parkway	140,577	56,685	56,685	56,685	0	Completed.
	1636.500974.	RS Ferguson St/Ivanhoe Crs	56,230	43,421	43,418	43,422	(1)	Completed.
	1636.500975.	RS Fernwood Rd/Timbers Edge Intersection	56,230	56,230	56,229	49,143	7,087	Completed.
	1636.500976.	RS Frankland Place	41,050	56,230	56,230	45,909	10,321	Completed.
	1636.500977.	RS Hillway Street	38,517	30,492	30,490	30,492	(0)	Completed.
	1636.500978.	RS Leighton Rd/Halls Head Pde	33,176	79,347	84,348	76,253	3,094	Construction complete and financially complete.
	1636.500979.	RS Lord Hobart Dve/Addingham Blvd	16,869	297,477	297,479	34,531	262,946	Construction to commence Q4.
	1636.500980.	RS Mississippi Drive	134,954	112,462	112,462	12,671	99,791	Construction to commence Q4 due to program reshuffle.
	1636.500981.	RS Peel St/Ormsby Tce Roundabout	39,361	84,347	84,348	12,587	71,760	Construction to commence Q4 due to program reshuffle.
	1636.500982.	RS Peelwood Parade	35,706	85,000	84,996	10,379	74,621	Construction delayed due to pending fund reallocation approval, approval now granted, will commence Q4.
	1636.500983.	RS Peelwood Pde/Mahogany Dr	25,303	27,903	27,902	27,904	(1)	Completed.
	1636.500984.	RS Watersun Drive	84,347	51,809	51,809	51,809	0	Completed.
	1636.500985.	RS Yalgor Heights	67,477	23,288	23,287	23,288	(0)	Completed.
	1636.500986.	RS Yarri Way	24,180	17,187	17,187	17,187	0	Completed.
	1636.500987.	SP Albermarle Close	28,349	0	1	2,349	(2,349)	Funds returned at Budget Review.
	1636.500988.	SP Blakeley Street	57,242	51,885	29,068	10,308	41,577	Construction to commence Q4, delayed due to permit required from ATCO.
	1636.500989.	SP Boileau Place	19,626	19,663	12,190	19,664	(1)	Completed.
	1636.500990.	SP Cox Bay	21,807	26,807	13,520	3,029	23,778	Construction to commence Q4. Additional \$5k funding allocated from SP Old Coast Road, Halls Head due to scope change.
	1636.500991.	SP Dichondra Pass	58,333	54,064	33,520	50,940	3,124	Construction complete. Finances to be finalised.
	1636.500992.	SP Duverney Park PAW	70,872	70,872	43,942	24,291	46,581	Construction 50% complete.

Council Meeting Attachments

26 May 2020

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

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds		Comment
	1636.500993. SP Gillark Street	32,165	42,679	26,460	42,680	(1)		Completed.
	1636.500994. SP Janice Avenue	119,936	98,144	60,850	98,144	0		Completed.
	1636.500995. SP Jubata Gardens	39,252	56,059	37,858	42,481	13,578		Construction complete and financially complete.
	1636.500996. SP Lefroy Street	52,881	43,612	27,041	0	43,612		Construction 75% complete.
	1636.500997. SP Mandurah Road, Erskine	21,807	10,000	6,201	3,659	6,341		Construction not going ahead. Finances to be finalised for design costs.
	1636.500998. SP Missing Links	87,227	87,227	54,081	31,358	55,869		2019-2020 Ongoing Program.
	1636.500999. SP Oakwood Gate	41,433	39,007	24,184	39,007	(0)		Completed.
	1636.501000. SP Old Coast Road, Halls Head	43,612	49,516	33,801	36,237	13,279		Construction 75% complete.
	1636.501001. SP Orelia Street	28,349	26,901	16,680	26,901	0		Completed.
	1636.501002. SP Pedestrian Crossing Upgrades	54,516	54,516	33,800	9,326	45,190		2019-2020 Ongoing Program.
	1636.501003. SP Perida Way	26,168	22,739	14,098	22,738	1		Completed.
	1636.501004. SP Sandeland Avenue	25,077	24,092	14,937	24,091	1		Completed.
	1636.501005. SP Sunview Rise PAW	27,803	9,638	5,975	9,638	(0)		Completed.
	1636.501006. SP Swinton Place	25,077	22,897	14,195	0	22,897		Construction delayed due to unfavourable public consultation. Rescheduled to commence Qtr 4.
	1636.501007. Bus shelters	63,612	63,612	47,697	21,432	42,180		2019-2020 Ongoing Program.
	1636.501008. SL Gibson Street	109,033	109,033	67,601	36,385	72,648		Construction complete. Finances to be finalised.
	1636.501009. SL Lakes Road	76,324	76,324	76,324	75,934	390		Construction complete. Finances to be finalised.
	1636.501010. SL Minor Improvements	54,516	98,182	39,172	63,182	35,000		2019-2020 Ongoing Program.
	1636.501011. SL Train Station Access Path	54,516	19,516	0	0	19,516		Consultant undertaking lighting scope. Works to commence Q4.
	1636.501012. Depot Stockpile Upgrades	25,000	35,000	35,000	0	35,000		To be aligned with structural design and other rain sensitive projects. Therefore rescheduled from Q3 to Q4.
	1636.501015. Light Pole Replacement Program	105,703	0	0	0	0		Funds returned at Budget Review. Works to be re-budgeted in the future.
	1636.501016. MOM Canal Light Poles	98,304	78,304	78,306	44,920	33,384		Stage 2 and 3 complete. Minor works remaining.
	1636.501022. Parks and Reserves LED Program	63,422	63,422	47,553	40,453	22,969		2019-2020 Ongoing Program.
	1636.501017. Port Mandurah SL Rectification Project	52,851	52,851	39,624	51,085	1,766		Completed.
	1636.501018. WMC Out Weighbridge Road Repairs	50,120	50,120	37,580	0	50,120		To commence Q4.
	1636.501019. WMC Recovery Facility Hardstand	250,602	190,602	142,912	0	190,602		To commence Q4.
	1636.501021. South Harbour Paving Replacement	78,515	45,459	34,096	45,459	(0)		Completed.
	1636.500798. Dower St - Pinjarra Rd Intersection	381,206	379,369	284,448	378,397	972		Completed.
	1636.500887. Dower Street	261,047	348,861	261,574	348,974	(113)		Completed.
	1636.500889. Lakes Rd	27,312	55,759	41,810	30,850	24,909		Construction complete. Finances to be finalised.
	1636.500892. Smokebush Retreat	132,000	131,033	98,248	34,087	96,946		Construction 95% complete. Western Power connection works remaining.
	1636.500894. Coodanup Drive	90,000	206,290	154,677	92,210	114,080		Construction 75% complete. Lighting currently being scoped by Western Power.
	1636.500904. Yeedong Road	5,000	28,125	21,098	28,771	(646)		Completed.
	1636.500909. Pinjarra Road Carpark	200,000	183,097	137,294	183,097	(0)		Completed.
	1636.500914. Coolibah Avenue Resurfacing	205,000	200,222	150,123	200,222	0		Completed.
	1636.500932. Pedestrian Lighting to PAW	37,472	37,472	28,093	24,344	13,128		Construction completed, waiting for Western Power connection.
	1636.500942. PTA Bus Embayment - 27636	248,122	235,400	176,513	235,399	1		Completed. Funds to be returned to PTA.
	1636.500943. PTA Bus Embayment - 27635	192,502	189,746	142,280	189,746	(0)		Completed. Funds to be returned to PTA.
	1636.500944. WMC Top Shed Roadworks	30,000	34,165	25,625	34,165	(0)		Completed.
	1636.501023. Dudley Park PS Carpark		86,467	43,236	61,992	24,475		Construction complete. Finances to be finalised.
	1636.501024. Mandurah Terrace Modifications		19,000	19,000	15,902	3,098		Construction complete. Finances to be finalised.
	1636.500596. SP Pinjarra Rd Reconstruct Panels & Kerb		0	0	0	0		
Drainage								
	1637.600155. DR Discretionary Improvements	112,462	112,462	112,463	21,376	91,086		2019-2020 Ongoing Program.
	1637.600156. DR Donnelly Gardens	11,246	11,246	11,245	8,419	2,827		Completed.
	1637.600157. DR Estuary Heights Place	44,984	44,984	44,984	40,399	4,585		Construction complete and financially complete.
	1637.600158. DR Estuary View Road	22,493	37,492	37,488	8,232	29,260		Construction 95% complete.
	1637.600159. DR Harvey View Drive	16,869	16,869	16,870	9,772	7,097		Completed.
	1637.600160. DR Henson St/Mandurah Tce	33,739	33,739	33,739	6,934	26,805		Construction 5% complete.
	1637.600161. DR Leura Street	84,347	84,347	84,346	9,422	74,925		Construction to commence Q4.
	1637.600162. DR Lord Hobart Drive	67,477	67,477	67,476	16,106	51,371		Construction 95% complete.
	1637.600163. DR Mulberry Close	22,493	22,493	22,492	22,309	184		Construction complete and financially complete.
	1637.600164. DR Orion Rd Park Stage 2	112,462	112,462	112,463	69,910	42,552		Construction 75% complete.
	1637.600165. DR Rialto & Bermuda Plcs Accessway	22,493	7,393	7,390	7,393	0		Completed.
	1637.600166. DR Riverina Avenue	16,869	16,869	16,870	9,342	7,527		Completed.
	1637.600167. DR Spinaway Parade	56,230	226,231	226,229	0	226,231		Construction to commence Q4.
	1637.600168. DR Sunview Rise	56,230	56,230	56,229	18,606	37,624		Construction 75% complete.
	1637.600169. DR Water Sensitive Urban Design	224,924	0	0	0	0		Funds reallocated at Budget Review to other drainage and road projects.
	1637.600170. DR Yalgorup Drive	11,246	11,246	11,245	0	11,246		Project proposed to be cancelled following COVID-19 Review.

Council Meeting Attachments

26 May 2020

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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	1637.600152. William/Bertram Road	150,000	37,360	28,012	37,360	(0)	Completed.
	1637.600148. City Centre Drainage Upgrade Stage 2	50,000	55,293	41,450	55,292	1	Completed.
Coastal & Estuary							
	1639.910095. Avalon Foreshore (Westview Parade)	56,963	70,963	70,966	9,045	61,918	Construction to commence Q4. Public consultation complete and responses are being reviewed.
	1639.910096. San Remo Beach Universal Access	17,089	17,089	17,089	0	17,089	Construction to commence Q4.
	1639.910097. Breakwater Parade Fishing Platform	73,280	51,470	54,944	51,459	11	Completed.
	1639.910098. Jetties - ABCDEFGH Main Marina	12,562	7,312	5,482	7,312	0	Completed.
	1639.910099. Jetties - J and K	52,342	36,121	27,084	36,121	0	Completed.
	1639.910100. Marina Commercial Jetty	52,342	34,352	26,435	34,345	7	Completed.
	1639.910101. Marina Sth Harbour MATV Pits	10,468	10,468	7,849	0	10,468	Project proposed to be cancelled following COVID-19 Review.
	1639.910102. South Harbour Upgrade	240,777	286,643	205,317	234,615	52,028	Construction 85% complete. Awaiting 3 picnic setting quotes from WA suppliers approx. \$30K.
	1639.910103. Dawesville Channel Fishing Platform	52,342	52,342	39,245	2,342	50,000	Works expected to commence in May 2020. Larger lead time due to decking sourced from China.
	1639.910104. Mariners Cove Café	31,405	31,405	23,547	0	31,405	Project proposed to be cancelled following COVID-19 Review.
	1639.910105. Parkridge Boat Ramp	73,280	60,680	54,944	0	60,680	Project proposed to be deferred to 2020/21 following COVID-19 Review. 2019/20 RFBS funding \$16,410 cancelled, required to reapply in 2020/21.
	1639.910084. Cambria Island Abutment wall repairs	92,128	127,128	127,128	24,607	102,521	Geotechnical investigations to commence Q4.
	1639.910094. Dredging Port Mandurah Entrance	245,895	0	0	0	0	Completed.
	1639.910089. Shark Mitigation Project	600,000	0	0	0	0	Carryover project not going ahead.
Equipment							
	1640.820171. MARC Basketball Backboards	55,000	55,000	41,243	51,600	3,400	Completed.
	1640.820172. Christmas Decorations 2019	190,266	190,266	190,266	182,916	7,350	Completed.
	1640.820173. Council Chambers Furniture	190,266	170,266	170,266	142,190	28,076	Works 95% complete.
	1640.820174. MPAC Orchestra Lift		120,000	58,800	0	120,000	Works to commence Q4.
Plant & Machinery							
	1641.770001. Light Passenger Vehicles - Replacement	321,510	338,580	241,070	286,290	52,290	
	1641.770002. Light Commercial Vehicles - Replacement	642,161	642,161	481,492	277,421	364,740	
	1641.770005. Light Passenger Vehicles - New	22,000	22,000	16,499	22,866	(866)	
	1641.770018. Light Commercial Vehicles - New	78,500	78,500	58,859	40,283	38,217	
	1641.770006. Trucks & Buses Replacements	2,020,384	1,316,706	987,269	1,160,202	156,504	
	1641.770007. Trailers	135,035	135,035	101,246	92,475	42,560	
	1641.770009. Parks & Mowers	363,150	363,150	272,287	110,255	252,895	
	1641.770011. Miscellaneous Equipment >\$1500	345,526	494,348	337,871	86,021	408,327	
	1641.770008. Construction Vehicles	136,500	136,500	102,344	136,500	0	
Other Infrastructure							
	1643.930032. Road Sweeper Spoil	35,000	65,000	65,000	0	65,000	Design able to proceed with approved funds at budget review. Works rescheduled to commence Q4.
	1643.930030. Waterfront Design Project	260,000	379,270	284,375	317,286	61,984	Project progressing. 95% complete.
	1643.930027. Tims Thicket Septage Ponds Upgrade	368,451	0	1	0	0	Project on hold due to pending department approval. Funds in reserve until ready to commence.
	1644.000000. Eastern Foreshore	55,129	53,529	53,529	47,271	6,258	Works complete. Finances to be finalised.
	1646.750496. Lakelands DOS Clubroom Facility	2,325,470	2,757,070	2,599,871	983,697	1,773,374	Construction 15% complete.
	1646.000000. Lakelands DOS	2,682,890	2,149,839	2,149,836	398,144	1,751,695	Going out to Tender late April for sportsground lighting. Works to commence Q4.
	1647.920027. Eastern Foreshore South Precinct	2,255,420	2,255,420	1,691,118	0	2,255,420	Last stage of design of the Estuary Pool is being finalised including jetty upgrades built to commercial standards. Stage 1 of jetty infrastructure design and construction tender to be advertised early March with works to commence in May.
	1647.920028. Western Foreshore Recreation Precinct	4,029,683	4,029,683	3,021,460	26,160	4,003,523	Tender was awarded and detailed design has commenced. Construction is programmed for early May with proposed completion December 2020. Detail design for play towers is out for quotation, closing 17 March.
	Grand Total	39,716,652	37,941,613	31,531,078	15,970,341	21,971,272	

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

FINANCING ACTIVITIES

NOTE 6

BORROWINGS

Repayments - Borrowings

Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	1 July 2019	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety									
Port Bouvard Surf Life Saving Club [316(v)]	15,279			12,458	13,999	2,821	1,280	229	257
Health									
						0	0		
						0	0		
Community amenities									
Compactor Waste Trailers and Dolly	295,119			40,187	52,571	254,932	242,548	6,847	10,141
Waste Water Reuse	190,214			44,164	40,548	146,050	149,666	4,267	6,332
Halls Head Ablution Block	126,809			29,443	27,032	97,366	99,777	2,844	4,221
Halls Head Recycled Water		0	200,000	0	1,372	0	198,628	0	635
Ablutions 19/20		0	150,000	0	1,030	0	148,970	0	476
Recreation and culture									
Allnutt Reserve Bowling Facility [316(iii)]	71,504			52,946	65,515	18,558	5,989	971	1,200
Town Beach Ablutions [316(vii)]	30,557			21,801	27,999	8,756	2,558	400	513
Rushton Park Redevelopment [318(ii)]	528,987			191,933	168,523	337,054	360,464	4,245	16,142
Meadow Springs Pavillion [318(iii)]	396,741			144,175	126,393	252,566	270,348	3,189	12,107
Mandurah Rugby Club	82,842			30,086	40,025	52,756	42,817	1,648	2,287
Mandurah Cricket Club	27,611			10,035	13,350	17,576	14,261	549	762
Mandurah Football & Sporting	242,296			57,372	75,925	184,924	166,371	5,313	7,655
Mandurah Rugby Club	18,637			4,415	5,843	14,222	12,794	409	589
Allnutt Reserve Bowling Facility	1,641,209			409,247	517,401	1,231,962	1,123,808	17,929	52,167
Ablutions - Netball Centre [329(ii)]	130,469			31,139	40,882	99,330	89,587	2,142	4,122
Parks Construction [329(v)]	128,976			31,139	40,415	97,837	88,561	2,142	4,075
Halls Head Bowling Club Upgrade	344,004			24,332	31,024	319,672	312,980	8,266	12,440
Parks - Falcon Bay Reserve	97,095			18,521	22,253	78,574	74,842	287	3,240
Aquatic & recreation Centre	922,603			118,041	138,889	804,562	783,714	10,434	32,411
Aquatic & recreation Centre Stage 1	582,882			58,145	70,073	524,737	512,809	9,949	20,719
Aquatic & recreation Centre Stage 2	1,494,078			161,926	180,818	1,332,152	1,313,260	13,790	53,470
Eastern Foreshore Wall	973,173			101,981	117,082	871,192	856,091	11,797	34,622
MARC Stage 2	1,648,544			405,697	351,420	1,242,847	1,297,124	13,682	54,878
Falcon Bay Seawall	317,481			72,871	67,677	244,610	249,804	7,130	10,568
MARC Solar Plan	191,804			13,416	17,096	178,388	174,708	4,611	6,940
Novara Foreshore Stage 2	383,609			26,832	34,192	356,777	349,417	9,222	13,880
Falcon Bay Foreshore Development	383,609			26,832	34,192	356,777	349,417	9,222	13,880
Mandjar Square Development	479,513			33,637	42,734	445,876	436,779	11,426	17,350
Lakelands DOS	2,665,001			224,286	239,294	2,440,715	2,425,707	28,056	97,162
Falcon Seawall	500,167			30,273	42,021	469,894	458,146	10,857	18,195
Manjar Square Stage 3 and 4	1,000,332			67,576	84,029	932,756	916,303	14,684	36,391
Novara Foreshore Stage 3	200,067			12,071	16,806	187,996	183,261	4,381	7,278
Western Foreshore Recreation Precinct		0	1,270,000	0	8,712	0	1,261,288	0	4,033
Smart Street Mall Upgrade		0	1,500,000	0	10,288	0	1,489,712	0	4,764
Westbury Way North side POS Stage 3		0	200,000	0	1,372	0	198,628	0	635
Falcon Bay Foreshore Stage 3 of 4		0	300,000	0	2,058	0	297,942	0	953
Mandjar Square Final Stage		0	300,000	0	2,058	0	297,942	0	953
Falcon Skate Park Upgrade		0	200,000	0	1,372	0	198,628	0	635
Transport									
Road Construction [316(ii)]	228,874			168,181	209,707	60,693	19,167	3,085	3,843
Car Parking [316(iv)]	16,807			12,458	15,400	4,349	1,407	229	282
Road Construction [318(v)]	1,322,469			479,382	421,309	843,087	901,160	10,604	40,356
Drainage [318(iv)]	132,248			47,758	42,131	84,490	90,117	1,056	4,036
Road Construction [329(ii)]	279,574			67,773	87,605	211,801	191,969	4,661	8,833
Drainage Construction [329(iii)]	93,191			21,980	29,201	71,211	63,990	1,512	2,944
Peelwood Oval - Parking [329(iv)]	37,277			9,158	11,681	28,119	25,596	630	1,178
Path Construction [329(vi)]	21,247			5,495	6,658	15,752	14,589	378	671
Street Lighting [329(viii)]	27,958			7,327	8,760	20,631	19,198	504	883
Road Construction	433,530			84,376	99,358	349,154	334,172	1,306	14,469
New Pedestrian Bridge Construction	596,197			85,083	106,210	511,115	489,987	9,940	20,486
New Road Construction	661,855			87,187	99,077	574,668	562,778	4,325	23,155
New Road Construction	752,108			73,992	90,409	678,116	661,699	13,866	26,735
WMC Tims Thicket	112,813			10,506	13,570	102,307	99,243	2,679	4,010
Road Construction	500,902			116,391	106,777	384,511	394,125	11,134	16,674
MARC Carpark	380,432			88,321	81,097	292,111	299,335	8,533	12,664
MPAC Forecourt	158,514			36,799	33,790	121,715	124,724	3,556	5,277
Mandurah Marina	191,804			13,416	17,096	178,388	174,708	4,611	6,940
MARC Carpark	287,709			20,119	25,638	267,590	262,071	6,917	10,410
Mandurah Foreshore Boardwalk Renewal	431,563			30,281	38,457	401,282	393,106	10,273	15,615
Smoke Bush Retreat Footpath	95,900			6,713	8,554	89,187	87,346	2,305	3,470
New Road Construction	1,346,886			115,862	120,927	1,231,024	1,225,959	11,659	49,101
New Boardwalks 18/19	500,167			30,273	42,021	469,894	458,146	10,857	18,195
Coodanup Drive - Road Rehabilitation	100,034			6,036	8,409	93,998	91,625	2,190	3,639
Pinjarra Road Carpark	200,067			12,071	16,806	187,996	183,261	4,381	7,278
New Road Construction 18/19	1,650,547			112,952	138,675	1,537,595	1,511,872	22,768	60,044
South Harbour Upgrade	0	0	230,000	0	1,578	0	228,422	0	730
New Road Construction 19/20	0	0	1,100,000	0	8,231	0	1,091,769	0	3,811
Other property and services									
Office Building	460,823			183,242	243,983	277,581	216,840	8,890	12,193
Information Systems [316(i)]	15,278			12,458	13,999	2,820	1,279	229	257
IT Server Room Upgrade [316(vi)]	41,252			31,145	37,797	10,107	3,455	571	693
IT Communications Equipment [318(i)]	105,796			37,846	33,704	67,950	72,092	837	3,228
IT Equipment [329(vii)]	38,021			9,158	11,914	28,863	26,107	630	1,201
Land Purchase	1,848,929			467,288	584,038	1,381,641	1,264,891	14,905	58,886
Civic Building - Tuckey Room Extension	500,167			30,273	42,021	469,894	458,146	10,857	18,195
	29,682,151	0	5,450,000	5,028,278	5,630,871	24,653,873	29,501,280	411,794	1,029,460

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

FINANCING ACTIVITIES

NOTE 6

BORROWINGS

Repayments - Borrowings

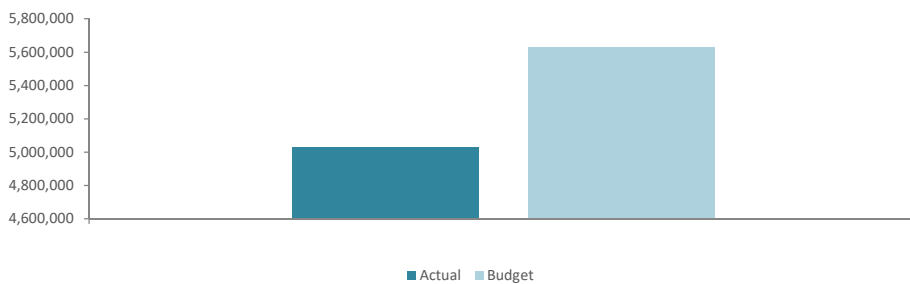
Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total	29,682,151	0	5,450,000	5,028,278	5,630,871	24,653,873	29,501,280	411,794	1,029,460
Current borrowings	5,630,871		5,450,000	5,028,278	5,630,871	-67,573	5,630,871	411,794	1,029,460
Non-current borrowings	24,051,280					24,721,446	23,870,409		
	29,682,151					24,653,873	29,501,280		

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

2019/20 Principal Repayments



Principal Repayments

\$5,028,278

Interest Expense

\$411,794

Loans Due

\$24.65 M

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

NOTE 7

OPERATING GRANTS AND CONTRIBUTIONS

Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$
Operating Grants and Subsidies				
General purpose funding				
Financial Assistance Grant - General Purpose	845,000		845,000	669,334
Financial Assistance Grant - Local Roads	670,000		670,000	460,305
Law, order, public safety				
ADF Grant - Alcohol and Drug Foundation	40,000		40,000	28,040
Healthways Grant	0		0	9,750
Operating Grant SES	38,816		38,816	38,816
Operating Grant Southern Districts Fire Brigade	24,624		24,624	23,656
DFES Bushfire Mitigation Funding	0	292,850	292,850	146,425
Lifeguard Service Funding	100,000		100,000	95,667
A.W.A.R.E. Funding	0		30,000	0
Education and welfare				
Waterwise Verge Grant	10,000		10,000	10,000
NAIDOC	3,000		3,000	0
International Disability Day Grant	1,000		1,000	0
Lighthouse Project (Local Governments Professionals)	0		0	10,000
Mental Health Initiatives (WA Primary Health Alliance)	0	75,000	75,000	52,500
Digital Springboard Grant	0		0	2,941
BeConnected Grant - Mandurah Library	0		0	2,000
Get Online Week - Mandurah Library	0		0	1,500
BeConnected Grant - Falcon Library	0		0	2,000
Get Online Week - Falcon Library	0		0	1,500
BeConnected Grant - Lakelands Library	0		0	2,000
Get Online Week - Lakelands Library	0		0	1,500
Recreation and culture				
Stretch Festival Grant WA Health Promotion Grant	15,000		15,000	0
Wearable Art Grant WA Healthy Promotions	58,226		58,226	0
Gnoonie Youth Football Cup 2019	1,000		1,000	2,000
CHRMAP	37,500		37,500	0
Lotterywest (Childrens Festival Grant)	8,750		8,750	10,000
Lotterywest (Christmas Pageant)	10,000		10,000	10,000
Tourism WA (Crabfest Sponsorship)	139,992		139,992	115,000
Every Club Funding	20,000		20,000	20,000
Friday Night Skillz - DLGSCI	0		15,000	15,840
	2,022,908	367,850	2,435,758	1,730,774
TOTALS	2,022,908	367,850	2,435,758	1,730,774

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

NOTE 8

NON-OPERATING GRANTS AND CONTRIBUTIONS

Non Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$
Non-Operating Grants and Subsidies				
Law, order, public safety				
Shark Mitigation Project	200,000	(200,000)	0	0
Recreation and culture				
Eastern Foreshore South Precinct	2,250,000	0	2,250,000	2,250,000
Western Foreshore Recreation Precinct	2,750,000	0	2,750,000	2,750,000
Tuart Av Community Kitchen Retrofit	99,000	(99,000)	0	0
Marina Floating Public Jetty	128,339	0	128,339	128,340
Parkridge Boat Ramp	56,000	(39,590)	16,410	0
Falcon Skate Park Upgrade	200,000	0	200,000	9,300
Lakelands DOS Clubroom Facility	150,000	0	150,000	100,000
Lakelands DOS Clubroom Facility	60,000	0	60,000	60,000
Lakelands DOS	975,000	0	975,000	650,000
Change Rooms Upgrade Program	0	50,000	50,000	50,000
Transport				
RC Dower Street	500,000	0	500,000	500,000
RC Peel Street	500,000	0	500,000	200,000
RC Pinjarra Road	500,000	0	500,000	500,000
RR Merrivale Street	360,000	0	360,000	360,000
RR Beacham Street	325,000	0	325,000	325,000
RR Thera Street	155,708	0	155,708	155,708
TM Wilderness Dr/Old Coast Rd	65,500	0	65,500	53,200
RS Esprit Parkway	125,000	0	125,000	125,000
RS Mississippi Drive	120,000	0	120,000	120,000
RS Watersun Drive	74,935	0	74,935	74,935
Dower Street	200,000	0	200,000	200,000
Lakes Rd	20,000	0	20,000	20,000
Other property and services				
Bush Fire Brigade	381,177	84,000	465,177	232,588
	10,195,659	(204,590)	9,991,069	8,864,071
Non-Operating Contributions				
Recreation and culture				
Port Bouvard Surf Life Saving Club	300,000	0	300,000	300,000
Fowler Reserve - Cricket Nets	1,000	0	1,000	1,000
Fowler Reserve - Cricket Nets	900	(510)	390	390
MARC Backboards	0	40,000	40,000	40,000
Mandurah Bridge Club	0	0	0	2,000
Mandurah Surf Life Saving Club				5,000
Transport				
PTA Bus Embayment - 27636	151,394	(10,217)	141,177	151,394
PTA Bus Embayment - 27635	109,370	(4,539)	104,831	109,370
Dudley Park PS Carpark	0	86,467	86,467	0
Mandurah Terrace Modifications	0	10,000	10,000	10,000
Other property and services				
Lakelands Community Infrastructure Contribution	0	1,065,909	1,065,909	1,065,909
Bush Fire Brigade	0	0	0	15,993
	562,664	1,187,110	1,749,774	1,701,056
Total Non-operating grants, subsidies and contributions	10,758,323	982,520	11,740,843	10,565,127

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

**NOTE 9
BUDGET AMENDMENTS APPROVED**

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

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

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

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

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

**NOTE 9
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.

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GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1636.500982.	RS Peelwood Parade	Adopted	Capital Expenses		14,902		(290,958)
1636.500983.	RS Peelwood Pde/Mahogany Dr	Adopted	Capital Expenses		2,812		(288,146)
1636.500984.	RS Watersun Drive	Adopted	Capital Expenses			(22,493)	(310,639)
1636.500985.	RS Yalgor Heights	Adopted	Capital Expenses			(39,361)	(350,000)
1636.500987.	SP Albermarle Close	Adopted	Capital Expenses			(13,907)	(363,907)
1636.500988.	SP Blakeley Street	Adopted	Capital Expenses			(10,357)	(374,264)
1636.500989.	SP Boileau Place	Adopted	Capital Expenses		3,271		(370,993)
1636.500991.	SP Dichondra Pass	Adopted	Capital Expenses			(9,269)	(380,262)
1636.500993.	SP Gillark Street	Adopted	Capital Expenses		9,000		(371,262)
1636.500994.	SP Janice Avenue	Adopted	Capital Expenses			(10,903)	(382,165)
1636.500995.	SP Jubata Gardens	Adopted	Capital Expenses		21,807		(360,358)
1636.500996.	SP Lefroy Street	Adopted	Capital Expenses			(9,269)	(369,627)
1636.500997.	SP Mandurah Road, Erskine	Adopted	Capital Expenses		22,352		(347,275)
1636.500999.	SP Oakwood Gate	Adopted	Capital Expenses			(8,723)	(355,998)
1636.501000.	SP Old Coast Road, Halls Head	Adopted	Capital Expenses		10,904		(345,094)
1636.501005.	SP Sunview Rise PAW	Adopted	Capital Expenses			(2,726)	(347,820)
1636.501006.	SP Swinton Place	Adopted	Capital Expenses			(2,180)	(350,000)
	Loan repayments - refinance	R0002540689	Capital Expenses			(670,166)	(1,020,166)
	Interest repayments - refinance	R0002540689	Operating Revenue		18,904		(1,001,262)
	Loan refinance opening surplus	R0002540689	Opening Surplus(Deficit)		654,006		(347,256)
0555.101024.31012.55	Community Development Operating Grants		Operating Revenue		75,000		(272,256)
9555.101031.	Suicide Prevention Project		Operating Expenses			(75,000)	(347,256)
347810.9083.10	Contribution to MPAC		Operating Expenses			(80,000)	(427,256)
427810.9052.10	Financial Services subscriptions		Operating Expenses		20,000		(407,256)
428800.9000.05	Financial Accounting Salaries		Operating Expenses		60,000		(347,256)
347810.9083.10	Mandurah Performing Arts Centre RVIF works Stage 3		Operating Expenses			(250,000)	(597,256)
347970.0804.98	Transfer from Cultural Reserve		Capital Revenue		225,000		(372,256)
347970.0800.98	Transfer from Building Reserve		Capital Revenue		25,000		(347,256)
1632.750573.	MARC squash court roof drainage		Capital Expenses		15,268		(331,988)
1632.750416.	SL Peelwood Parade Reserve		Capital Expenses			(15,268)	(347,256)
1641.770011.	Replacement crane on T022 Patching Truck		Capital Expenses			(9,680)	(356,936)
	ERS Turbo Wash Parts Washer will not be replaced this						(336,078)
1641.770011.	financial year life of asset to be extended until 2021/22		Capital Expenses		20,858		(337,788)
455965.0756.97	Cityfleet Proceeds of Sale		Capital Revenue			(1,710)	(457,788)
1632.750532.	Civic Building – Tuckey Room		Capital Expenses			(120,000)	(457,788)

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

**NOTE 9
BUDGET AMENDMENTS APPROVED**

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

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

**NOTE 9
BUDGET AMENDMENTS APPROVED**

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

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

**NOTE 9
BUDGET AMENDMENTS APPROVED**

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GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1646.700349.	Lakelands DOS Earthworks		Capital Expenses		431,600		614,459
1646.750496.	Lakelands DOS Clubroom Facility		Capital Expenses			(431,600)	182,859
1632.750604.	Falcon Pavilion Roof		Capital Expenses		17,213		200,072
1635.700434.	Bethyl Corner Renewal		Capital Expenses			(17,213)	182,859
1636.500995.	SP Jubata Gardens		Capital Expenses		5,000		187,859
1636.500988.	SP Blakeley Street		Capital Expenses			(5,000)	182,859
1636.500978.	RS Leighton Rd/Halls Head Pde		Capital Expenses		5,000		187,859
1636.500971.	RS Aldgate St/Parkview St Intersection		Capital Expenses			(5,000)	182,859
1636.500960.	RR Gordon Road		Capital Expenses		60,000		242,859
1636.500962.	RR Thera Street		Capital Expenses			(60,000)	182,859
1636.501011.	SL Train Station Access Path		Capital Expenses		35,000		217,859
1636.501010.	SL Minor Improvements		Capital Expenses			(35,000)	182,859
455965.0756.97	Proceeds from Disposal of assets		Other: Proceeds From Sale of Assets		30,000		212,859
1641.770001.	Light Passenger Vehicles - Replacement		Capital Expenses			(17,070)	195,789
9667.101901.	City Centre - Winter Wonderland		Operating Expenses		73,000		268,789
9624.102245.	Economic Development Projects - New Projects		Operating Expenses		150,000		418,789
9564.102830.	Cultural Development - Wearable Art General		Operating Expenses		47,000		465,789
0562.102313.	Crabfest Revenue		Operating Revenue			(240,000)	225,789
9562.102313.	Crabfest Expenditure		Operating Expenses			(30,000)	195,789
301950.0711.90	Rate Penalty Interest		Operating Revenue			(60,000)	135,789
347945.0319.85	Facility Management Lease revenue		Operating Revenue			(100,000)	35,789
310810.9200.10	Strategy and Business Performance Corporate Projects		Operating Expenses		7,600		43,389
303810.9059.10	Elected Members Operating Costs		Operating Expenses			(25,000)	18,389
				0	12,432,389	(12,064,000)	

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

PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption			\$	\$	\$	\$
1636.500952	RC Mississippi Drive		Capital Expenses		15,000		18,389
1636.500964	TM Old Coast Rd / Rutland Drive Roundabout		Capital Expenses			(15,000)	33,389
							18,389
				0	15,000	(15,000)	

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

**NOTE 11
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Operating grants, subsidies and contributions	(222,729)	(11.40%)	▼ Timing	Claim 2 for DFES Bushfire Mitigation Funding and Stretch Festival Grants not yet received.
Other revenue	(144,780)	(5.65%)	▼ Timing	Delay in receiving Main Roads annual verge maintenance contribution, shared sports ground contributions and LGIS surplus contribution compared to monthly budget allocation.
Profit on disposal of assets	23,427	100.00%	▲ Permanent	Unbudgeted non-cash variance from disposal of assets.
Expenditure from operating activities				
Materials and contracts	3,875,608	11.33%	▲ Timing	It is expected that all expenditure will be realised by 30 June.
Interest expenses	375,202	47.68%	▲ Timing	Full effect from loan restructure not fully realised. Will continue to monitor.
Insurance expenses	144,336	19.00%	▲ Timing	Timing of insurance payments.
Other expenditure	48,335	19.53%	▲ Timing	Timing of loss on sale of assets.
Loss on disposal of assets	(195,438)	100.00%	▼ Permanent	Unbudgeted non-cash variance from disposal of assets.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	1,291,862	13.93%	▲ Timing	Funds claimed in advance of projects being completed.
Capital Acquisitions	15,560,737	49.35%	▲ Timing	Refer to note 4.
Financing Activities				
Repayment of debentures	(805,125)	(19.06%)	▼ Timing	Timing due to YTD budget spread evenly over the year.

Monthly Financial Report

April 2020



CITY OF MANDURAH
MONTHLY FINANCIAL REPORT
For the Period Ended 30 April 2020

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Governance		5,856	5,126	8,405	3,279	63.97%	▲
General Purpose Funding - Rates		80,945,588	80,893,588	80,563,818	(329,770)	(0.41%)	
General Purpose Funding - Other		3,957,070	3,126,094	2,876,261	(249,833)	(7.99%)	
Law, Order and Public Safety		1,100,290	997,301	937,890	(59,411)	(5.96%)	
Health		343,000	313,846	256,164	(57,682)	(18.38%)	▼
Education and Welfare		571,300	505,823	431,216	(74,607)	(14.75%)	▼
Community Amenities		14,556,297	14,026,543	14,075,032	48,489	0.35%	
Recreation and Culture		8,005,292	6,907,019	6,063,492	(843,527)	(12.21%)	▼
Transport		2,768,350	2,616,632	2,600,584	(16,048)	(0.61%)	
Economic Services		1,685,000	1,492,369	1,413,851	(78,518)	(5.26%)	
Other Property and Services		332,620	293,929	381,457	87,528	29.78%	▲
		114,270,663	111,178,270	109,608,170	(1,570,100)	(1.41%)	
Expenditure from operating activities							
Governance		(7,122,878)	(5,992,884)	(5,784,843)	208,041	3.47%	
General Purpose Funding		(2,229,090)	(1,864,616)	(1,642,740)	221,876	11.90%	▲
Law, Order and Public Safety		(4,610,762)	(3,853,893)	(3,763,126)	90,767	2.36%	
Health		(2,137,990)	(1,797,199)	(1,731,987)	65,212	3.63%	
Education and Welfare		(4,581,682)	(3,813,654)	(3,594,670)	218,984	5.74%	
Community Amenities		(18,795,483)	(15,606,761)	(13,677,465)	1,929,296	12.36%	▲
Recreation and Culture		(46,634,168)	(38,976,322)	(36,488,335)	2,487,987	6.38%	
Transport		(29,210,757)	(23,415,948)	(23,051,801)	364,147	1.56%	
Economic Services		(6,381,979)	(5,599,563)	(4,775,240)	824,323	14.72%	▲
Other Property and Services		(11,781,965)	(9,827,145)	(10,332,189)	(505,044)	(5.14%)	
		(133,486,754)	(110,747,985)	(104,842,396)	5,905,589	5.33%	
Non-cash amounts excluded from operating activities	1(a)	34,031,463	28,085,810	28,768,515	682,705	2.43%	
Amount attributable to operating activities		14,815,372	28,516,095	33,534,289	5,018,194	(17.60%)	
Investing Activities							
Non-operating grants, subsidies and contributions	8	11,740,843	10,095,923	10,880,271	784,348	7.77%	
Proceeds from disposal of assets	4	1,654,021	870,585	870,585	0	0.00%	
Purchase of property, plant and equipment	5	(37,941,613)	(33,799,205)	(17,372,803)	16,426,402	48.60%	▲
Amount attributable to investing activities		(24,546,749)	(22,832,697)	(5,621,947)	17,210,750	75.38%	
Financing Activities							
Proceeds from New Debentures	6	5,450,000	-	-	0	0.00%	
Unspent Loans		1,751,101	-	1,751,101	1,751,101	100.00%	▲
Prepaid Rates		(3,092,036)	-	(1,821,987)	(1,821,987)	100.00%	▼
Payment of lease liability		(1,503,000)	(1,503,000)	(1,502,022)	978	(0.07%)	
Proceeds from self supporting loans	6	100,000	-	-	0	0.00%	
Transfer from Reserves		8,572,232	-	-	0	0.00%	
Repayment of Debentures	6	(5,630,871)	(4,692,393)	(5,477,596)	(785,204)	(16.73%)	▼
Transfer to Reserves		(3,641,660)	-	-	0	0.00%	
Amount attributable to financing activities		2,005,766	(6,195,393)	(7,050,504)	(855,111)	(13.80%)	
Closing Funding Surplus / (Deficit)	1(c)	18,389	7,232,006	28,605,839	21,373,833	295.55%	

KEY INFORMATION

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

Refer to Note 11 for an explanation of the reasons for the variance.

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Rates		80,945,588	80,893,588	80,563,818	(329,770)	(0.41%)	
Operating grants, subsidies and contributions		2,435,758	1,994,736	1,730,774	(263,962)	(13.23%)	▼
Fees and charges		26,166,991	24,053,054	23,258,496	(794,558)	(3.30%)	
Interest earnings		1,805,000	1,534,122	1,348,142	(185,980)	(12.12%)	▼
Other revenue		2,914,326	2,702,770	2,683,306	(19,464)	(0.72%)	
Profit on disposal of assets		3,000	-	23,634	23,634	100.00%	▲
		114,270,663	111,178,270	109,608,170	(1,570,100)	-1.41%	
Expenditure from operating activities							
Employee costs		(47,093,009)	(39,765,963)	(39,473,827)	292,136	0.73%	
Materials and contracts		(46,238,725)	(37,936,349)	(32,545,310)	5,391,039	14.21%	▲
Utility charges		(3,876,462)	(2,966,249)	(3,138,149)	(171,900)	(5.80%)	
Depreciation on non-current assets		(33,707,463)	(28,085,810)	(28,128,027)	(42,217)	(0.15%)	
Interest expenses		(1,030,728)	(874,536)	(445,012)	429,524	49.11%	▲
Insurance expenses		(1,013,367)	(844,122)	(680,566)	163,556	19.38%	▲
Other expenditure		(200,000)	(274,956)	(199,129)	75,827	27.58%	▲
Loss on disposal of assets		(327,000)	-	(232,376)	(232,376)	100.00%	▼
		(133,486,754)	(110,747,985)	(104,842,396)	5,905,589	5.33%	
Non-cash amounts excluded from operating activities	1(a)	34,031,463	28,085,810	28,768,515	682,705	2.43%	
Amount attributable to operating activities		14,815,372	28,516,095	33,534,289	5,018,194	(17.60%)	
Investing activities							
Non-operating grants, subsidies and contributions	8	11,740,843	10,095,923	10,880,271	784,348	7.77%	
Proceeds from disposal of assets	4	1,654,021	870,585	870,585	0	0.00%	
Payments for property, plant and equipment	5	(37,941,613)	(33,799,205)	(17,372,803)	16,426,402	48.60%	▲
Amount attributable to investing activities		(24,546,749)	(22,832,697)	(5,621,947)	17,210,750	75.38%	
Financing Activities							
Proceeds from new debentures	6	5,450,000	-	-	0	0.00%	
Unspent Loans Utilised		1,751,101	-	1,751,101	1,751,101	100.00%	▲
Prepaid Rates		(3,092,036)	-	(1,821,987)	(1,821,987)	100.00%	▼
Payment of lease liability		(1,503,000)	(1,503,000)	(1,502,022)	978	0.07%	
Proceeds from self-supporting loans	6	100,000	-	-	0	0.00%	
Transfer from reserves		8,572,232	-	-	0	0.00%	
Repayment of debentures	6	(5,630,871)	(4,692,393)	(5,477,596)	(785,204)	(16.73%)	▼
Transfer to reserves		(3,641,660)	-	-	0	0.00%	
Amount attributable to financing activities		2,005,766	(6,195,393)	(7,050,504)	(855,111)	(13.80%)	
Closing Funding Surplus / (Deficit)	1(c)	18,389	7,232,006	28,605,839	21,373,833	295.55%	

KEY INFORMATION

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

Refer to Note 11 for an explanation of the reasons for the variance.

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

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

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals		(3,000)	0	(23,634)
Movement in pensioner deferred rates (non-current)		0	0	97,049
Movement in employee benefit provisions (non-current)		0	0	334,697
Add: Loss on asset disposals		327,000	0	232,376
Add: Depreciation on assets		33,707,463	28,085,810	28,128,027
Total non-cash items excluded from operating activities		34,031,463	28,085,810	28,768,515

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

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

		Budget Closing 30 Jun 2019	Budget Closing 30 Jun 2020	Year to Date 30 Apr 2020
Adjustments to net current assets				
Less: Reserves - restricted cash		(31,592,143)	(26,661,571)	(31,592,143)
Less: Unspent loans		(1,751,101)	0	0
Less: Capital Commitments		(2,426,444)	0	0
Less: ESL debtors		0	0	(778,737)
Less: Prepaid Rates		3,092,036	0	(1,821,987)
Less: Clearing accounts		0	0	285,342
Add: Borrowings	6	4,960,705	5,630,871	3,255,689
Add: Lease liability		0	0	(1,502,022)
Add: Provisions - employee		4,886,154	4,452,000	4,886,154
Add: Loan Facility offset		0	0	12,000,000
Total adjustments to net current assets		(22,830,793)	(16,578,700)	(15,267,704)

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

Current assets				
Cash and cash equivalents	2	45,552,853	32,717,960	46,550,759
Rates receivables	3	3,295,078	3,000,000	4,049,222
Receivables	3	3,079,788	3,670,000	4,922,841
Other current assets		1,349,951	450,000	479,016
Less: Current liabilities				
Payables		(8,843,628)	(9,158,000)	(1,752,664)
Borrowings	6	(4,960,705)	(5,630,871)	(3,255,689)
Contract liabilities		(183,071)	0	(5)
Lease liabilities		0	0	1,502,022
Provisions		(8,715,473)	(8,452,000)	(8,621,960)
Less: Total adjustments to net current assets	1(b)	(22,830,793)	(16,578,700)	(15,267,704)
Closing Funding Surplus / (Deficit)		7,744,000	18,389	28,605,839

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account	5,378,295	Variable		Westpac	AA-	NA	NA	
Westpac Trust Bank Account	592,813	Variable	NA	Westpac	AA-	NA	NA	
Visitors Centre	1,262	Variable	NA	Westpac	AA-	NA	NA	
	5,972,369							
Municipal Investments								
Muni 10 - 9652-46197	29,695	1.05%	309	ANZ	AA-	1/10/2019	1/10/2020	366
Muni 36 - 29-157-8194	3,022,678	1.53%	11,361	NAB	AA-	27/02/2020	27/05/2020	90
MNS 31 - 582058	6,084,132	1.25%	6,494	Westpac	AA-	31/03/2020	30/04/2020	30
MNS 60 - 582007	337,185	1.30%	374	Westpac	AA-	31/03/2020	30/04/2020	30
	9,473,691							
Reserve Investments								
Reserve 1 - 849461	1,061,049	1.45%	3,780	Bendigo	A-	31/01/2020	30/04/2020	90
Reserve 26 - 80-802-2069	2,469,370	1.50%	12,319	NAB	AA-	28/02/2020	29/06/2020	122
Reserve 28 - 74-528-7456	3,036,451	1.07%	8,079	NAB	AA-	21/04/2020	21/07/2020	91
Reserve 30 - 78-911-3263	3,035,328	1.18%	8,903	NAB	AA-	7/04/2020	7/07/2020	91
Reserve 31 - 78-920-6945	3,036,432	1.05%	7,928	NAB	AA-	24/04/2020	24/07/2020	91
Reserve 32 - 33713404	3,009,764	1.32%	9,764	Commonwealth	AA-	25/02/2020	25/05/2020	90
Reserve 33 - 93-656-8445	3,030,540	1.23%	9,265	NAB	AA-	2/04/2020	2/07/2020	91
Reserve 34 - 72-684-2987	3,032,049	1.07%	8,067	NAB	AA-	22/04/2020	22/07/2020	91
RNS 31 - 581565	6,794,677	1.25%	7,252	Westpac	AA-	31/03/2020	30/04/2020	30
RNS 60 - 581573	3,191,852	1.30%	3,538	Westpac	AA-	31/03/2020	30/04/2020	30
	31,697,512							
Trust Investments								
Trust 10 - 93-656-8445	87,292	1.07%	232	NAB	AA-	22/04/2020	22/07/2020	91
Bonds NS 90 - 582066	3,403,851	1.35%	3,912	Westpac	AA-	31/03/2020	30/04/2020	30
	3,491,143							
Total	50,634,715		101,578					

Interest revenue

Investment Interest Accrued	101,578
Investment Interest Matured	545,129
Rates Interest	701,435
	1,348,142

Interest Earned**\$1,348,142****Trust Funds**

Cash At Bank	592,813
Investment	3,491,143
	4,083,956

Total Municipal and Reserve Funds**46,550,759**

	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Loan Offset Facility				
Westpac	12,000,000	2.71%	26,613	276,497

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
\$58.55 M	\$26.85 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

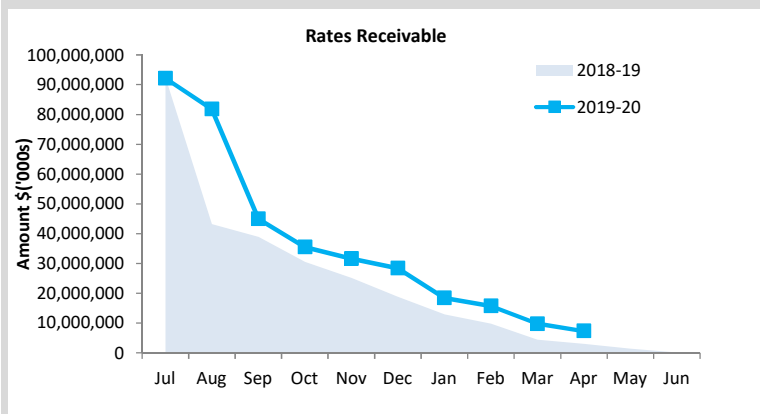
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30 June 2019	30-Apr-19	30 Apr 20
	\$		\$
Opening Arrears Previous Years	2,943,000	2,943,000	3,295,078
Rates levied	78,487,059	78,487,059	80,212,522
Less - Collections to date	(78,134,981)	(78,374,059)	(79,458,378)
Equals Current Outstanding	3,295,078	3,056,000	4,049,222
Net Rates Collectable	3,295,078	3,056,000	4,049,222
% Collected	96%	96.2%	95.2%
No. of Legal Proceedings Commenced for the 2019/20 year			6
No. of properties > \$10,000 outstanding			33
No. of properties between \$3,000 and \$10,000 outstanding			132
Value of Rates Concession			8,899
Value of Rates Exemptions			2,367,552

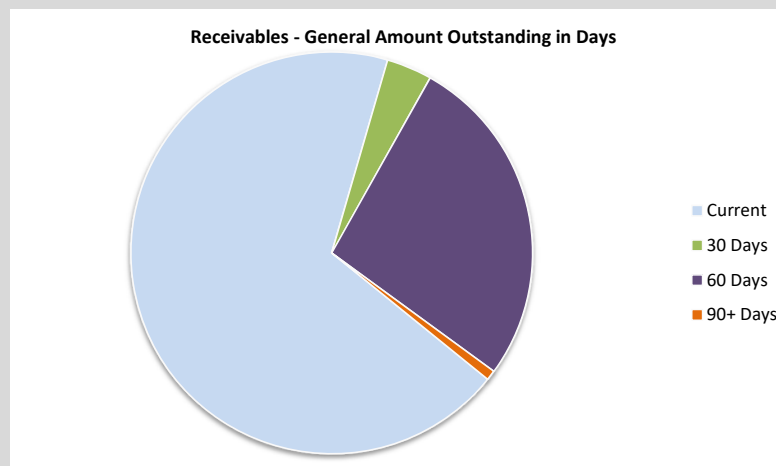
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable		998,027	180,007	1,323,356	38,960	2,540,350
Recreation Centres		89,229				89,229
Mandurah Ocean Marina		86,849				86,849
GST receivable		554,666				554,666
Infringements		1,003,137				1,003,137
Pensioners rates and ESL deferred		598,742				598,742
Other Receivables		49,868				49,868
Total Receivables General Outstanding		3,380,518	180,007	1,323,356	38,960	4,922,841
Percentage		68.7%	3.7%	26.9%	0.8%	

KEY INFORMATION

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



Collected	Rates Due
95.2%	\$4,049,222



Debtors Due
\$4,922,841
Over 30 Days
31%
Over 90 Days
1%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

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

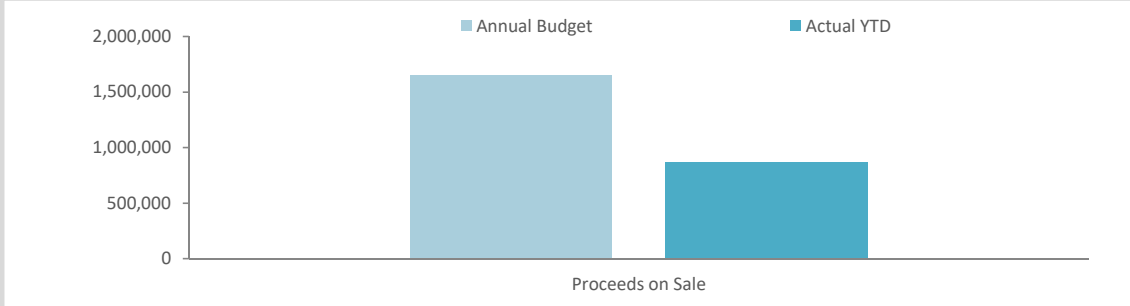
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
0.9T 2.1x1.2M BOX WITH RAMP	Environmental Services - Sustainable Development (P044)	530	0
2.0-4.5T TANDEM MOWER TRAILER WITH RAMP	(P140)	2,040	0
2.0-4.5T TANDEM BOX TRAILER WITH RAMP	(P143)	700	0
<u>Parks & Mowers</u>			
KUBOTA 72" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M00216)	7,500	0
ISEKI 72" OUTFRONT DECK MOWER	Parks Southern - Works and Services (M00316)	7,250	5,774
ISEKI 60" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M01616)	7,250	0
TORO REELMASTER SIDEWINDER 3100D	Parks Central - Works and Services (M023)	5,821	0
TORO 72" ZERO TURN MOWER	Parks Southern - Works and Services (M02616)	7,000	0
DEUTSCHER H660-II SELF POWERED ROTARY MOWER	Parks Assets - Works and Services (M100)	900	0
TORO 60" TURBO ZERO TURN MOWER	Parks Central - Works and Services (M032)	7,643	0
RED EXIM VERTI DRAIN AERATOR	Parks Northern - Works and Services (N021)	10,600	0
HOWARD HD150CR MOWER ROTASLASHER	Parks Assets - Works and Services (N023)	1,160	0
NEW HOLLAND BOOMER 3050 TRACTOR	Parks Northern - Works and Services (P602)	9,000	0
<u>Miscellaneous Equipment >\$1500</u>			
NISSAN MODEL 25 FORKLIFT	Parks Southern - Works and Services (L003)	4,181	0
KOMLETE SCREEN PLANT	Manager Operations Services Manager - Works and Services (P013)	15,240	9,744
SPRAY UNIT MOTOR AND PUMP	Environmental Health Services - Sustainable Development (P045)	500	0
ROADLINES SCRABBING MACHINE	Works Construction - Works and Services (P049)	100	0
PILOT K50SI SILENT COMPRESSOR AND INSTALL	Cityfleet - Works and Services (P054)	1,100	0
TOPCON TP-4LGV PIPE LASER	Civil Construction - Works and Services (P094)	790	959
ERS TURBO WASH PARTS WASHER	Cityfleet - Works and Services (P095)	0	0
JASMAN ELECTRIC STEAM CLEANER	Cityfleet - Works and Services (P098)	100	0
BENDPAK HOIST	Cityfleet - Works and Services (P114)	1,480	0
<u>Plant Disposed from 2018/19 budget</u>			
HINO 700 FS2844 SINGLE CAB TIPPER TRUCK DSL MAN18SP			
PBB BODY TARP	Works Construction - Works and Services (T029)	52,505	52,505
ISUZU SINGLE CAB TRAY WITH KEVRECK 1500	Projects (T010)	21,492	21,492
KUBOTA F3690 60INCH OUTFRONT MOWER DSL	Plant (M014)	5,981	5,981
KUBOTA F3690 72' OUTFRONT MOWER DSL SIDE DISCHARGE	Plant (M004)	9,357	9,350
Trailer Single Axle Tipping Mower	Plant (P1425)	1,723	1,723
TRAILER LOW LOADER FLOAT .	Works Construction - (P182)	12,593	12,593
Kubota RTV 900 XTW 4WD Utility	Parks South Plant (1290) U106	10,913	10,913
TOYOTA RAV4 CV 2WD WAGON ULP AUTO	C075	17,041	17,041
HINO 700 SERIES FS1ELKD TIPER TRUCK	T027	51,679	51,679
Kubota RTV 900 XTW 4WD Utility	Parks Plant (1289) U105	7,226	7,226
ISUZU FTS800 4WD SINGLE CAB WATER TRUCK DSL MAN			
NUFAB 7000L TANK	T014	50,057	0
DAISY DOLL CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T013	22,647	0
DAISY DOLL CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T015	22,647	20,647
SCARAB MERLIN ROADSWEEPER ON NISSAN UD MK240 DSL			
MAN/HYDROSTAT	T050	70,867	0
RFQ09-2019 - Supply and Deliver One New 5T Trayback Truck with Kevrek Crane.	T004	27,332	0
<u>Plant Disposed - other</u>			
Hyundai Sante FE Elite Wagon Auto DSL	Recreation Services -P1411 C03616	24,600	24,600
		1,654,021	870,585

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

		Budget	YTD Actual						
Asset	Asset Description	Proceeds	Proceeds						
KEY INFORMATION									
	Annual Budget Actual YTD <table><thead><tr><th>Category</th><th>Annual Budget</th><th>Actual YTD</th></tr></thead><tbody><tr><td>Proceeds on Sale</td><td>~1,650,000</td><td>~850,000</td></tr></tbody></table>			Category	Annual Budget	Actual YTD	Proceeds on Sale	~1,650,000	~850,000
Category	Annual Budget	Actual YTD							
Proceeds on Sale	~1,650,000	~850,000							

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

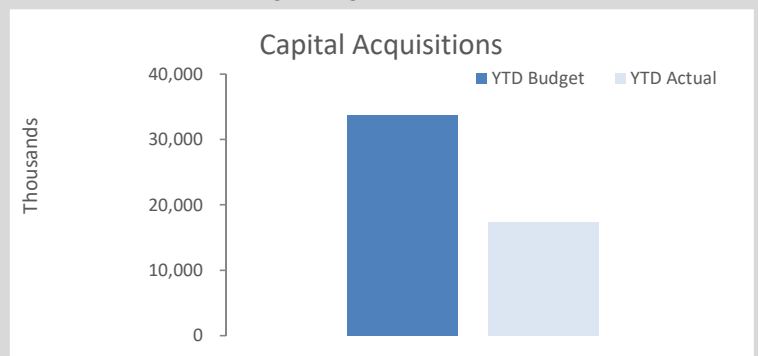
**INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	3,523,900	3,590,947	3,315,851	1,649,780	(1,666,071)
Equipment	435,532	535,532	485,562	376,706	(108,856)
Machinery	4,064,766	3,526,980	2,908,093	2,276,183	(631,910)
Infrastructure - Roads	11,986,132	11,991,457	10,700,231	7,303,080	(3,397,151)
Bridges	744,980	753,306	668,224	329,291	(338,933)
Parks	4,221,862	4,113,414	3,606,408	2,422,283	(1,184,125)
Drainage	1,116,564	954,193	938,717	410,717	(528,000)
Coastal & Estuary	1,610,873	785,973	702,098	413,425	(288,673)
Other Infrastructure	12,012,043	11,689,811	10,474,021	2,191,339	(8,282,682)
Capital Expenditure Totals	39,716,652	37,941,613	33,799,205	17,372,803	(16,426,402)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	12,862,110	11,145,418	22,832,697	5,621,947	(17,210,750)
Capital grants and contributions	10,758,324	11,740,843	10,095,923	10,880,271	784,348
Borrowings	8,094,397	7,201,101	0	0	0
Other (Disposals & C/Fwd)	1,609,590	1,654,021	870,585	870,585	0
Cash Backed Reserves					
Building Reserve	719,448	610,962	0	0	0
Asset Management Reserve	550,000	554,360	0	0	0
Property Acquisition Reserve		379,270	0	0	0
Sustainability Reserve	141,000	148,745	0	0	0
Sanitation Reserve	618,451	334,285	0	0	0
Community Improvements Reserve	53,751	63,698	0	0	0
Traffic Bridge Reserve	495,220	495,220	0	0	0
Mandurah Ocean Marina Reserve	92,128	127,128	0	0	0
Unspent Grants & Contributions Reserve	3,436,338	3,440,562	0	0	0
Carbon Offset Reserve	40,000	40,000	0	0	0
Digital Futures Reserve		0	0	0	0
Specified Area Rates - Port Mandurah Canals	245,895		0	0	0
Sportclubs Maintenance Levy Reserve		6,000		0	0
Capital Funding Total	39,716,652	37,941,613	33,799,205	17,372,803	(16,426,402)

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.

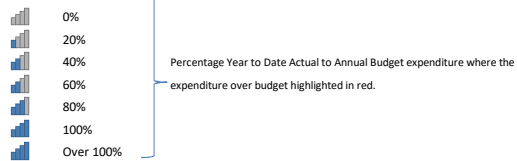
KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$37.94 M	\$17.37 M	46%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$11.74 M	\$10.88 M	93%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

Capital Expenditure Total
Level of Completion Indicators



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

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings							
	1632.750578. CSRFF	150,000	62,000	51,654	61,175	825	Falcon Pavilion toilet/changeroom upgrade (\$86,232), Mandurah Tennis Club court resurfacing (\$12,562) and Dudley Park BC greens and lighting works (\$48,613).
	1632.750579. Mh Mustangs FC - Facility Development	174,410	174,410	174,412	0	174,410	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1632.750580. Peelwood Res - Changeroom Upgrade	21,140	21,140	17,614	0	21,140	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1632.750581. BDYC Security Upgrade	32,768	32,768	27,296	0	32,768	Works to commence Q4.
	1632.750582. Mandurah Library Ablutions Refurbishment	21,140	21,140	17,614	1,140	20,000	Construction complete. Finances to be finalised.
	1632.750583. Museum Garage Area Flooring	11,627	11,627	9,682	10,968	659	Construction 90% completed.
	1632.750584. Tuart Av Community Kitchen Retrofit	264,258	30,000	28,657	17,058	12,942	Application for grant monies submitted start of March. Project on hold until outcome of grant application is known in May.
	1632.750510. CASM Ablution Upgrade	31,711	31,711	26,426	4,691	27,020	Project proposed to be deferred to 2020/21 following COVID-19 Review. Additional \$20k required in FY 2020/21 budget.
	1632.750585. CASM Sliding Door	21,140	21,140	17,614	20,165	975	Completed.
	1632.750586. MARC LED & Lighting Control	52,851	52,851	44,032	2,851	50,000	Works commenced Q3. Luminaire LED type in review.
	1632.750587. Coodanup Community Centre Ablution	73,993	73,993	61,654	51,893	22,100	Construction complete. Finances to be finalised.
	1632.750588. Owen Avenue Ablution	158,554	158,554	158,554	11,664	146,890	Project proposed to be cancelled following COVID-19 Review. To be relisted in 2020/21 Ablutions-New Program.
	1632.750589. Admin Building First Floor Carpet	52,851	52,851	44,032	14,316	38,535	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1632.750591. Civic Chamber Meeting Rooms	84,563	104,563	62,412	9,663	94,900	Construction 25% complete.
	1632.750590. Civic Building HVAC Replacement	10,570	12,370	10,304	12,370	0	Completed.
	1632.750592. MARC Aquatic Window Control Gear	40,168	40,168	33,468	0	40,168	Construction 90% completed.
	1632.750593. MARC Roof Access Walkways	63,422	43,422	36,178	3,422	40,000	Works to commence Q4. PO705053 raised.
	1632.750594. Museum House Asbestos Removal	79,278	79,278	79,276	58,484	20,794	Completed. Finances to be finalised.
	1632.750595. Museum Rear Roller Door Replacement	15,855	15,855	13,212	12,557	3,298	Completed. Finances to be finalised.
	1632.750596. Museum Window Frames Replacement	26,426	26,426	22,024	27,512	(1,086)	Completed.
	1632.750600. Facility Glazing Compliance Upgrade	60,251	54,902	45,750	0	54,902	Works to commence Q4. PO709917 raised.
	1632.750601. East Mandurah Playgroup Roller Door	10,584	10,584	8,822	5,632	4,952	Completed.
	1632.750602. Mechanical Workshop Shade Project	13,741	17,290	14,412	17,366	(76)	Completed.
	1632.750603. Southern Ops Transportable Meeting Room	84,563	84,563	55,812	0	84,563	Evaluating submissions.
	1632.750604. Falcon Pavilion Roof	26,426	9,213	16,344	9,213	0	Completed.
	1632.750605. Port Bouvard SLSC Gear Shed Re-Roof	95,133	102,133	102,133	0	102,133	Construction to commence mid May.
	1632.750606. South Mh Football Club Pavilion	79,278	79,278	79,274	60,955	18,323	Completed. Finances to be finalised.
	1632.750609. Site Main Switchboards	95,133	95,133	79,268	0	95,133	Works to commence Q4. This work will occur at the same time as the installation of the generator in line with the MARC Systems Integration project comment.
	1632.750610. Dolphin Drive MATV Compound	10,468	10,468	8,722	10,330	138	Completed.
	1632.750611. Marina Ablution Facility Shed	10,468	13,000	10,832	8,321	4,679	Completed. Savings captured in COVID-19 Review.
	1632.750516. Change Rooms Upgrade Program	75,000	220,000	220,000	4,953	215,048	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1632.750520. Northport Reserve, Baloo Crescent Facility	80,000	90,790	90,790	90,790	(0)	Completed.
	1632.750567. South Mandurah FC Changerooms (CSRFF)	30,000	34,850	29,036	30,000	4,850	Construction stalled due to sewer/gas connection issues. Source of \$100,000 additional funding required being discussed by ELT.
	1632.750572. MMFC Upgrade Rushton North Pav (CSRFF)	65,000	38,177	31,816	38,177	(0)	Completed.
	1632.750433. Port Bouvard Surf Life Saving Club	34,818	50,476	50,476	50,476	0	Completed.
	1632.750416. SL Peelwood Parade Reserve	23,050	47,800	47,800	47,800	(0)	Completed.
	1632.750523. Bush Fire Brigade	440,625	531,449	507,640	503,507	27,942	Completed.
	1632.750577. New 60 Peel St Demolition	30,000	23,831	23,831	23,831	0	Completed.
	1632.750524. SCC & SIPS Buildings energy upgrades	55,000	47,690	39,738	47,690	(0)	Completed.
	1632.750454. MARC/Waste Transfer Station - Solar Plan Phase 5	300,993	311,000	297,070	1,586	309,414	Works to commence Q4.
	1632.750501. MARC Systems Integration	110,000	51,995	51,995	9,952	42,043	Harmonics works complete. Generator integration works to be completed. \$15,000 underspend to be allocated to overspend on Central Boardwalk.
	1632.750532. Civic Building - Tuckey Room	231,698	294,936	294,936	143,759	151,177	Completed.

Council Meeting Attachments

26 May 2020

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

Account Description					Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	1632.750289.	RS - MARC Redevelopment Stage 2			7,458	7,663	7,663	7,663	0	Completed.
	1632.750573.	MARC squash court roof drainage			20,000	3,043	3,043	3,043	0	Completed.
	1632.750575.	Central Boardwalk			80,000	100,000	100,000	88,568	11,432	Major works 95% complete with minor landscaping still to be finished. Overspend of \$15,000 to be funded from MARC Systems Integration underspend.
	1632.750451.	Bortolo Reserve Sports Lighting			67,488	57,095	47,570	57,095	0	Completed.
	1632.750498.	Museum Courtroom Interpretation Project				11,561	11,561	11,561	0	Completed.
	1632.750550.	Indoor Sports Facility				0	0	0	0	Completed.
	1632.750612.	WMC Tipping Shed Security Doors				60,000	60,000	51,713	8,287	Construction complete and financially complete.
	1632.750512.	Mandurah Library Staff Workroom				0	0	(129)	129	Credit received for works on 2018/19 capital project.
	1632.750613.	MARC Aquatic Condensation				44,616	29,448	0	44,616	Scope of works received and works programmed to commence late May.
	1632.750614.	Museum Office Ceiling Refurbishment				10,144	6,694	0	10,144	Project proposed to be cancelled following COVID-19 Review.
	1632.750615.	MSLSC Carpet Replacement				6,000	3,960	6,000	0	Completed.
	1632.750616.	Park Rd SES Building Workshop Upgrade				5,000	3,300	0	5,000	Construction 30% complete. Overspend of \$10,000 due to increased scope to be funded from Electric BBQ Replacement Program.
Bridges										
	1634.880011.	Mandurah Traffic Bridge Feature Lighting			10,570	10,072	8,394	10,072	1	Completed.
	1634.880001.	Old Mandurah Bridge			495,220	500,000	416,600	100,000	400,000	Design in progress in line with the plans for the western foreshore redevelopment and reviewing site requirements.
	1634.880010.	New Bridge boardwalk extension stairway			239,190	243,234	243,230	219,219	24,015	Stairs complete. Shared path anti skid works commenced, however delayed due to weather. Anticipated completion mid-May.
Parks										
	1635.700395.	Falcon Reserve Activation Plan			250,639	250,639	165,422	39,548	211,091	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1635.700396.	Falcon Skate Park Upgrade			400,000	400,000	264,000	32,964	367,036	Earthworks 90% complete.
	1635.700397.	Fowler Reserve - Cricket Nets			18,000	18,000	14,994	16,980	1,020	Completed.
	1635.700398.	Rushton Park Development Works			40,000	40,000	33,328	40,000	0	Completed.
	1635.700399.	Lakelands Community Garden			30,000	30,000	24,996	0	30,000	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1635.700436.	Upgrade Billy Dowers Outdoor Space			32,000	32,000	26,666	30,940	1,060	Construction 95% complete.
	1635.700400.	Westbury Way Offset Fencing			16,000	13,745	13,745	13,745	0	Completed.
	1635.700430.	Kerosene Tank Bunding			15,000	15,000	15,000	0	15,000	Tank to be delivered and installed prior to the end of May. Quotes have been received with imminent issuance of purchase order.
	1635.700401.	Birchley Reserve Upgrade Stage 2			136,712	136,712	136,712	133,533	3,179	Construction 95% complete.
	1635.700402.	Falcon Bay Foreshore Stage 3 of 4			341,780	341,780	341,781	338,493	3,287	Construction complete. Finances to be finalised.
	1635.700403.	Grahame Heal Reserve			96,838	96,839	96,840	14,161	82,678	Playground equipment has been ordered, delay on shipment due to COVID-19. Construction to commence Q1 2020/21.
	1635.700404.	Halls Head Recycled Water			227,854	227,854	150,384	40,079	187,775	Engaged contractor. Works to commence mid May.
	1635.700405.	Mandjar Square Final Stage			341,780	336,780	280,618	301,692	35,088	Construction 95% complete. Unforeseen additional drainage/roof works still to be undertaken.
	1635.700406.	Pebble Beach Boulevard Res 46649			182,282	182,282	182,282	25,337	156,945	Project proposed to be deferred to 2020/21 following COVID-19 Review.
	1635.700407.	Pinjarra Road East Stage 2			284,817	284,817	284,817	244,375	40,442	Construction 75% complete.
	1635.700408.	Riverview Foreshore Stage 2			22,785	17,785	17,786	2,785	15,000	Construction 95% complete.
	1635.700409.	San Marco Quays Playground Final Stage			22,785	24,053	24,053	24,053	(0)	Completed.
	1635.700410.	Westbury Way North side POS Stage 3			227,854	227,854	227,855	122,523	105,331	Construction 50% complete.
	1635.700411.	Convert Sporting Ovals to SDS			50,000	50,000	50,000	16,057	33,943	Construction 75% complete.
	1635.700412.	Dawesville Reserve Firebreaks			14,810	14,810	14,810	0	14,810	Construction commenced. Completion due end of May, weather permitting.
	1635.700413.	Duverney Park Picnic Facilities			22,785	22,785	22,786	20,159	2,626	Construction 95% complete.
	1635.700415.	Melaleuca Reserve Shade Sail			30,760	30,760	30,761	31,170	(410)	Completed.
	1635.700416.	Moorhen Green Upgrade			34,178	34,178	34,178	33,963	215	Construction 75% complete.
	1635.700417.	Old Yacht Club Superficial Bore			41,074	41,074	41,074	26,038	15,036	Construction 95% complete.
	1635.700414.	Jerramungup Gdn/Wittenoom Turn			28,481	28,481	28,482	22,340	6,141	Construction 95% complete.
	1635.700418.	Shade Sales Various Sites			113,927	113,927	113,927	74,756	39,171	Construction 95% complete.
	1635.700420.	Basketball Hoops Renewal			20,000	20,000	20,000	18,134	1,866	Completed.
	1635.700421.	Eastern Foreshore Softfall Renewal			12,134	12,134	12,134	0	12,134	New contractor being sought to complete softfall projects. Construction to commence Q4.
	1635.700422.	Louis Dawe Park Renewal			68,356	68,356	68,357	21,260	47,096	Construction 50% complete. Playground equipment has been ordered, delay on shipment due to COVID-19. Construction to commence Q1 2020/21.
	1635.700423.	Mogum Reserve Softfall Renewal			30,000	30,000	30,000	0	30,000	Construction delayed due to award of contractor. Works are estimated to be completed by end of May.
	1635.700424.	Olive Road Foreshore Renewal			28,481	17,000	16,999	17,981	(981)	Construction 95% complete.
	1635.700425.	Quandong Reserve Renewal			60,000	60,000	60,002	14,152	45,848	Construction 50% complete.
	1635.700426.	Rushton Park Fencing Renewal			20,000	20,000	20,000	17,210	2,790	Completed.
	1635.700427.	Signage			56,963	16,963	16,963	13,486	3,477	2019-2020 Ongoing Program.
	1635.700431.	Electric BBQ Replacement			68,708	68,708	57,252	58,696	10,012	2019-2020 program complete. \$10,000 underspend to be allocated to overspend on Park Rd SES Workshop Upgrade.
	1635.700432.	Goegrup Lake Boardwalk			63,470	3,470	2,890	0	3,470	Project cancelled due to location not in the city's boundaries.
	1635.700433.	Estuary Road Boardwalk			21,237	13,281	11,062	13,281	0	Completed.
	1635.700434.	Bethyl Corner Renewal			158,554	140,767	129,234	45,466	95,301	Construction 75% complete.
	1635.700435.	Power Meter Enclosures			95,133	95,133	79,268	53,189	41,944	2019-2020 Ongoing Program.
	1635.700429.	Town Beach Shower			20,937	19,032	15,854	19,032	(0)	Completed.
	1635.700364.	Mandjar Square Water Feature			199,325	196,736	163,928	196,736	(0)	Completed.
	1635.700346.	Coote Reserve BMX Track			60,000	65,000	54,162	65,079	(79)	Completed.

Council Meeting Attachments

26 May 2020

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

Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent		Comment
					Funds		
 1635.700361. Mandjar Square Stage 3 & 4	90,000	62,150	51,792	62,150	0		Completed.
 1635.700365. Novara Foreshore Stage 3	50,000	106,354	88,612	94,684	11,670		Construction 95% complete.
 1635.700377. MARC improvement to car park area	5,000	4,570	3,810	3,750	820		Construction complete.
 1635.700385. Lakes Lawn Cemetery - Signage	9,998	8,316	6,932	6,427	1,889		Construction 95% complete.
1635.700387. Parks and Reserves Signage	12,925	0	0	0	0		Carryover budget not required. Completed in 2018/19. Committed PO has been cancelled.
1635.700389. Lakes Lawn Cemetery Gates/signage	7,500	0	0	0	0		Completed.
 1635.700376. Mandurah Rd median - Gordon to Meadow Sp	40,000	48,491	40,408	48,491	0		Completed.
 1635.700363. Falcon Bay Foreshore Stage 2		17,798	14,832	7,388	10,410		Construction complete and finances to be finalised.
 1635.700437. Mandurah Croquet Club Shade Structures		7,000	4,620	0	7,000		Works to commence early June, following building approval.
Roads							
 1636.500946. Flagpole Lighting ADC Buildings	15,855	5,711	4,760	5,711	(0)		Completed.
 1636.500947. Reserve Lighting Device Upgrade	7,000	7,000	5,832	5,390	1,610		Works to commence Q4.
 1636.500948. Sthn Districts Fire Brigade (Carpark)	54,516	54,516	45,422	33,591	20,925		Construction 95% complete.
 1636.500949. City Centre Parking and Signage	160,385	160,385	133,632	0	160,385		Project proposed to be cancelled following COVID-19 Review.
 1636.500950. Smart Street Mall Upgrade	1,503,613	1,503,613	1,252,810	55,134	1,448,479		Civil Engineers are progressing with the detail design. On track to commence works in May.
 1636.500951. RC Dower Street	817,747	817,747	817,747	812,409	5,339		Completed.
 1636.500952. RC Mississippi Drive	436,132	386,132	386,128	235,946	150,186		Construction 100% complete. Street lighting to be installed by Western Power.
 1636.500953. RC Peel Street	817,747	817,747	654,197	7,653	810,094		Construction to commence mid May.
 1636.500954. RC Pinjarra Road	760,839	760,839	760,839	740,327	20,512		Civil construction complete. Services and landscaping works to be completed.
 1636.500955. RR Bailey Boulevard	281,154	281,154	281,155	90,152	191,002		Construction 50% complete. Estimated overspend of \$25,000 due to change in scope to be confirmed.
 1636.500956. RR Beacham Street	365,501	275,501	275,502	236,005	39,496		Completed.
 1636.500957. RR Clarice Street	275,531	325,531	260,426	304,895	20,636		Construction complete. Finances to be finalised.
 1636.500958. RR Creery Street	84,347	80,056	80,057	80,056	0		Completed.
 1636.500959. RR Fernwood Rd/Old Coast Rd	208,054	68,054	68,057	62,163	5,891		Completed.
 1636.500960. RR Gordon Road	281,154	221,154	261,355	221,171	(17)		Completed.
 1636.500961. RR Merrivale Street	404,862	354,862	354,861	329,561	25,301		Completed.
 1636.500962. RR Thera Street	337,385	397,385	289,708	40,663	356,722		Construction to commence early to mid May. To be completed by end of financial year.
 1636.500963. TM Discretionary Traffic Mgmt	109,033	109,033	87,227	62,322	46,711		2019-2020 Ongoing Program.
 1636.500964. TM Old Coast Rd/Rutland Dr Roundabout	109,033	109,033	109,032	122,116	(13,083)		Construction complete and financially complete. Budget variation for overspend to be approved with March Financial Report.
 1636.500965. TM Wilderness Dr/Old Coast Rd	109,033	109,033	109,033	102,481	6,552		Civil construction complete, lighting to be installed.
 1636.500966. CP Aldgate St Realignment Stage 2	81,775	81,775	81,780	7,161	74,614		Civil construction complete, lighting to be installed.
 1636.500967. CP Pinjarra Rd/Sutton St	32,710	62,710	62,710	63,364	(654)		Construction 95% complete.
 1636.500968. RS Aberdeen Close	15,183	43,245	43,243	43,245	(0)		Completed.
1636.500969. RS Aberdeen Cl/Balmoral Pde Intersection	10,122	0	0	0	0		Funds reallocated to RS Aberdeen Close.
 1636.500970. RS Achilles Place	67,477	40,510	40,506	40,510	(0)		Completed.
 1636.500971. RS Aldgate St/Parkview St Intersection	16,026	24,120	20,769	17,112	7,008		Construction complete. Line markings to be completed.
 1636.500972. RS Beam Road	56,230	44,984	44,984	44,683	301		Completed.
 1636.500973. RS Esprit Parkway	140,577	56,685	56,685	56,685	0		Completed.
 1636.500974. RS Ferguson St/Ivanhoe Crs	56,230	43,421	43,418	43,422	(1)		Completed.
 1636.500975. RS Fernwood Rd/Timbers Edge Intersection	56,230	56,230	56,229	49,143	7,087		Completed.
 1636.500976. RS Frankland Place	41,050	56,230	56,230	45,909	10,321		Completed.
 1636.500977. RS Hillway Street	38,517	30,492	30,490	30,492	(0)		Completed.
 1636.500978. RS Leighton Rd/Halls Head Pde	33,176	79,347	82,698	76,253	3,094		Completed.
 1636.500979. RS Lord Hobart Dve/Addingham Blvd	16,869	297,477	297,479	179,170	118,307		Construction 95% complete.
 1636.500980. RS Mississippi Drive	134,954	112,462	112,462	42,918	69,544		Construction 50% complete.
 1636.500981. RS Peel St/Ormsby Tce Roundabout	39,361	84,347	84,348	14,605	69,742		Construction to commence mid-May.
 1636.500982. RS Peelwood Parade	35,706	85,000	84,996	10,379	74,621		Construction to commence beginning of June.
 1636.500983. RS Peelwood Pde/Mahogany Dr	25,303	27,903	27,902	27,904	(1)		Completed.
 1636.500984. RS Watersun Drive	84,347	51,809	51,809	51,809	0		Completed.
 1636.500985. RS Yalgor Heights	67,477	23,288	23,287	23,288	(0)		Completed.
 1636.500986. RS Yarri Way	24,180	17,187	17,187	17,187	0		Completed.
 1636.500987. SP Albermarle Close	28,349	0	2	2,349	(2,349)		Funds returned at Budget Review.
 1636.500988. SP Blakeley Street	57,242	51,885	39,158	36,965	14,920		Construction is 95% complete.
 1636.500989. SP Boileau Place	19,626	19,663	15,730	19,664	(1)		Completed.
 1636.500990. SP Cox Bay	21,807	26,807	19,096	3,029	23,778		Construction to commence mid-May, delayed due to level of footpath and kerb work required for Mississippi RS project.
 1636.500991. SP Dichondra Pass	58,333	54,064	43,252	50,940	3,124		Construction complete. Finances to be finalised.
 1636.500992. SP Duverney Park PAW	70,872	70,872	56,699	65,711	5,161		Construction 95% complete.
 1636.500993. SP Gillark Street	32,165	42,679	34,143	42,680	(1)		Completed.
 1636.500994. SP Janice Avenue	119,936	98,144	78,515	98,144	0		Completed.

Council Meeting Attachments

26 May 2020

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

Account Description					Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	1636.500995.	SP Jubata Gardens			39,252	56,059	47,200	42,481	13,578	Completed.
	1636.500996.	SP Lefroy Street			52,881	43,612	34,891	27,252	16,360	Construction complete. Finances to be finalised. \$8,000 underspend to be allocated to SP Swinton Place overspend.
	1636.500997.	SP Mandurah Road, Erskine			21,807	10,000	8,001	3,659	6,341	Construction not going ahead. Budget variation to be completed once finances for design costs finalised.
	1636.500998.	SP Missing Links			87,227	87,227	69,782	39,203	48,024	Construction 25% complete.
	1636.500999.	SP Oakwood Gate			41,433	39,007	31,204	39,007	(0)	Completed.
	1636.501000.	SP Old Coast Road, Halls Head			43,612	49,516	41,964	36,237	13,279	Construction 75% complete.
	1636.501001.	SP Orelia Street			28,349	26,901	21,523	26,901	0	Completed.
	1636.501002.	SP Pedestrian Crossing Upgrades			54,516	54,516	43,613	9,326	45,190	2019-2020 Ongoing Program.
	1636.501003.	SP Perida Way			26,168	22,739	18,190	22,738	1	Completed.
	1636.501004.	SP Sandeland Avenue			25,077	24,092	19,274	24,091	1	Completed.
	1636.501005.	SP Sunview Rise PAW			27,803	9,638	7,709	9,638	(0)	Completed.
	1636.501006.	SP Swinton Place			25,077	22,897	18,316	580	22,317	Construction commenced 28/04. Project has been rescope with estimated overspend of \$8,000 to be funded from underspend on Lefroy Street.
	1636.501007.	Bus shelters			63,612	63,612	53,002	21,432	42,180	2019-2020 Ongoing Program.
	1636.501008.	SL Gibson Street			109,033	109,033	87,227	36,385	72,648	Construction complete and financially complete.
	1636.501009.	SL Lakes Road			76,324	76,324	76,324	75,934	390	Completed.
	1636.501010.	SL Minor Improvements			54,516	98,182	62,095	63,182	35,000	2019-2020 Ongoing Program.
	1636.501011.	SL Train Station Access Path			54,516	19,516	0	2,235	17,281	Construction 25% complete.
	1636.501012.	Depot Stockpile Upgrades			25,000	35,000	35,000	0	35,000	Currently being designed. Forecasted for construction to be completed prior to EOFY.
	1636.501015.	Light Pole Replacement Program			105,703	0	0	0	0	Funds returned at Budget Review. Works to be re-budgeted in the future.
	1636.501016.	MOM Canal Light Poles			98,304	78,304	78,306	70,090	8,214	Completed.
	1636.501022.	Parks and Reserves LED Program			63,422	63,422	52,842	40,453	22,969	Completed.
	1636.501017.	Port Mandurah SL Rectification Project			52,851	52,851	44,032	51,085	1,766	Completed.
	1636.501018.	WMC Out Weighbridge Road Repairs			50,120	50,120	41,760	0	50,120	Construction to commence Q4. Forecasted to be completed prior to EOFY.
	1636.501019.	WMC Recovery Facility Hardstand			250,602	190,602	158,808	0	190,602	Construction to commence Q4. Forecasted to be completed prior to EOFY.
	1636.501021.	South Harbour Paving Replacement			78,515	45,459	37,888	45,459	(0)	Completed.
	1636.500798.	Dower St - Pinjarra Rd Intersection			381,206	379,369	316,088	378,397	972	Completed.
	1636.500887.	Dower Street			261,047	348,861	290,668	348,974	(113)	Completed.
	1636.500889.	Lakes Rd			27,312	55,759	46,460	30,850	24,909	Completed.
	1636.500892.	Smokebush Retreat			132,000	131,033	109,176	34,087	96,946	Construction 95% complete. Western Power connection works remaining.
	1636.500894.	Coodanup Drive			90,000	206,290	171,882	92,210	114,080	Construction 75% complete. Lighting currently being scoped by Western Power.
	1636.500904.	Yeedong Road			5,000	28,125	23,444	28,771	(646)	Completed.
	1636.500909.	Pinjarra Road Carpark			200,000	183,097	152,564	183,097	(0)	Completed.
	1636.500914.	Coolibah Avenue Resurfacing			205,000	200,222	166,822	200,222	0	Completed.
	1636.500932.	Pedestrian Lighting to PAW			37,472	37,472	31,218	24,344	13,128	Construction completed, waiting for Western Power connection.
	1636.500942.	PTA Bus Embayment - 27636			248,122	235,400	196,146	235,399	1	Completed. Funds to be returned to PTA.
	1636.500943.	PTA Bus Embayment - 27635			192,502	189,746	158,104	189,746	(0)	Completed. Funds to be returned to PTA.
	1636.500944.	WMC Top Shed Roadworks			30,000	34,165	28,474	34,165	(0)	Completed.
	1636.501023.	Dudley Park PS Carpark				86,467	57,647	64,255	22,212	Construction complete. Balance of funds to be returned to Department of Education.
	1636.501024.	Mandurah Terrace Modifications				19,000	19,000	18,731	269	Completed.
Drainage										
	1637.600155.	DR Discretionary Improvements			112,462	112,462	112,463	21,376	91,086	2019-2020 Ongoing Program.
	1637.600156.	DR Donnelly Gardens			11,246	11,246	11,245	8,419	2,827	Completed.
	1637.600157.	DR Estuary Heights Place			44,984	44,984	44,984	40,399	4,585	Completed.
	1637.600158.	DR Estuary View Road			22,493	37,492	37,488	17,181	20,311	Construction complete. Finances to be finalised.
	1637.600159.	DR Harvey View Drive			16,869	16,869	16,870	9,772	7,097	Completed.
	1637.600160.	DR Henson St/Mandurah Tce			33,739	33,739	33,739	22,122	11,617	Construction 95% complete.
	1637.600161.	DR Leura Street			84,347	84,347	84,346	11,847	72,501	Construction 50% complete.
	1637.600162.	DR Lord Hobart Drive			67,477	67,477	67,476	51,865	15,612	Construction 95% complete.
	1637.600163.	DR Mulberry Close			22,493	22,493	22,492	25,295	(2,802)	Construction complete and financially complete. \$2,800 overspend due to additional excavation costs to be funded from underspend on DR Sunview Rise.
	1637.600164.	DR Orion Rd Park Stage 2			112,462	112,462	112,463	73,787	38,675	Civil construction complete. Landscaping 75% complete.
	1637.600165.	DR Rialto & Bermuda Plcs Accessway			22,493	7,393	7,390	7,393	0	Completed.
	1637.600166.	DR Riverina Avenue			16,869	16,869	16,870	9,342	7,527	Completed.
	1637.600167.	DR Spinaway Parade			56,230	226,231	226,229	660	225,571	Construction to commence start of May.
	1637.600168.	DR Sunview Rise			56,230	56,230	56,229	18,606	37,624	Construction 75% complete. \$2,800 underspend to be allocated to DR Mulberry Close overspend.
	1637.600169.	DR Water Sensitive Urban Design			224,924	0	0	0	0	Funds reallocated at Budget Review to other drainage and road projects.
	1637.600170.	DR Yalgorup Drive			11,246	11,246	11,245	0	11,246	Project proposed to be cancelled following COVID-19 Review.
	1637.600152.	William/Bertram Road			150,000	37,360	31,128	37,360	(0)	Completed.
	1637.600148.	City Centre Drainage Upgrade Stage 2			50,000	55,293	46,060	55,292	1	Completed.

Council Meeting Attachments

26 May 2020

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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Coastal & Estuary							
	1639.910095. Avalon Foreshore (Westview Parade)	56,963	70,963	70,966	10,780	60,183	Project to commence Q4. Engaging contractor to complete work.
	1639.910096. San Remo Beach Universal Access	17,089	17,089	17,089	6,210	10,879	Construction 95% complete.
	1639.910097. Breakwater Parade Fishing Platform	73,280	51,470	53,859	51,459	11	Completed.
	1639.910098. Jetties - ABCDEFGH Main Marina	12,562	7,312	6,092	7,312	0	Completed.
	1639.910099. Jetties - J and K	52,342	36,121	30,096	36,121	0	Completed.
	1639.910100. Marina Commercial Jetty	52,342	34,352	29,091	34,345	7	Completed.
	1639.910101. Marina Sth Harbour MATV Pits	10,468	10,468	8,722	0	10,468	Project proposed to be cancelled following COVID-19 Review.
	1639.910102. South Harbour Upgrade	240,777	286,643	232,381	240,249	46,394	Construction 85% complete. Earthworks due to be completed early May, awaiting 3 picnic shelter quotes approx. \$30K.
	1639.910103. Dawesville Channel Fishing Platform	52,342	52,342	43,610	2,342	50,000	Work was expected to commence in May 2020, however further delays due to materials being sourced from China.
	1639.910104. Mariners Cove Café	31,405	31,405	26,166	0	31,405	Project proposed to be cancelled following COVID-19 Review.
	1639.910105. Parkridge Boat Ramp	73,280	60,680	56,898	0	60,680	Project proposed to be deferred to 2020/21 following COVID-19 Review. 2019/20 RFBS funding \$16,410 cancelled, required to reapply in 2020/21.
	1639.910084. Cambria Island Abutment wall repairs	92,128	127,128	127,128	24,607	102,521	Geotechnical investigations to commence early May.
	1639.910094. Dredging Port Mandurah Entrance	245,895	0	0	0	0	Completed.
	1639.910089. Shark Mitigation Project	600,000	0	0	0	0	Carryover project not going ahead.
Equipment							
	1640.820171. MARC Basketball Backboards	55,000	55,000	45,830	51,600	3,400	Completed.
	1640.820172. Christmas Decorations 2019	190,266	190,266	190,266	182,916	7,350	Completed.
	1640.820173. Council Chambers Furniture	190,266	170,266	170,266	142,190	28,076	Construction 95% complete.
	1640.820174. MPAC Orchestra Lift		120,000	79,200	0	120,000	Works were due to commence Q4, however obtaining a contractor to perform the work is proving difficult due to COVID-19.
Plant & Machinery							
	1641.770001. Light Passenger Vehicles - Replacement	321,510	338,580	273,517	315,645	22,935	
	1641.770002. Light Commercial Vehicles - Replacement	642,161	642,161	535,048	309,093	333,068	
	1641.770005. Light Passenger Vehicles - New	22,000	22,000	18,334	22,866	(866)	
	1641.770018. Light Commercial Vehicles - New	78,500	78,500	65,406	40,283	38,217	
	1641.770006. Trucks & Buses Replacements	2,020,384	1,316,706	1,097,082	1,160,202	156,504	
	1641.770007. Trailers	135,035	135,035	112,508	92,395	42,640	
	1641.770009. Parks & Mowers	363,150	363,150	302,574	110,255	252,895	
	1641.770011. Miscellaneous Equipment >\$1500	345,526	494,348	389,896	88,944	405,404	
	1641.770008. Construction Vehicles	136,500	136,500	113,728	136,500	0	
Other Infrastructure							
	1643.930032. Road Sweeper Spoil	35,000	65,000	65,000	0	65,000	Design currently being finalised. Construction to commence during May/June.
	1643.930030. Waterfront Design Project	260,000	379,270	316,006	345,668	33,602	Project 99% complete.
	1643.930027. Tims Thicket Septage Ponds Upgrade	368,451	0	2	0	0	Project on hold due to pending department approval. Funds in reserve until ready to commence.
	1644.000000. Eastern Foreshore	55,129	53,529	53,529	47,271	6,258	Completed. Savings captured in COVID-19 Review.
	1646.750496. Lakelands DOS Clubroom Facility	2,325,470	2,757,070	2,652,892	1,331,702	1,425,368	Construction 30% complete.
	1646.000000. Lakelands DOS	2,682,890	2,149,839	2,149,836	400,423	1,749,416	Sports ground lighting tender out early May. Construction of cricket mat shed has commenced.
	1647.920027. Eastern Foreshore South Precinct	2,255,420	2,255,420	1,879,220	7,991	2,247,429	Works due to commence in May, however may be delayed if materials cannot be supplied. Skate Park- Full Detail Design Review completion proposed for mid-May. Playspace- Procurement process for play towers (including cubbies) complete. Contractor to be engaged.
	1647.920028. Western Foreshore Recreation Precinct	4,029,683	4,029,683	3,357,536	58,283	3,971,400	
	Grand Total	39,716,652	37,941,613	33,799,205	17,372,803	20,568,810	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

FINANCING ACTIVITIES

NOTE 6

BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety									
Port Bouvard Surf Life Saving Club [316(v)]	15,279			13,860	13,999	1,419	1,280	236	257
Health						0	0		
						0	0		
Community amenities									
Compactor Waste Trailers and Dolly	295,119			44,769	52,571	250,350	242,548	7,491	10,141
Waste Water Reuse	190,214			45,927	40,548	144,287	149,666	4,639	6,332
Halls Head Ablution Block	126,809			30,617	27,032	96,192	99,777	3,093	4,221
Halls Head Recycled Water		0	200,000	0	1,372	0	198,628	0	635
Ablutions 19/20		0	150,000	0	1,030	0	148,970	0	476
Recreation and culture									
Allnutt Reserve Bowling Facility [316(iii)]	71,504			58,904	65,515	12,600	5,989	1,004	1,200
Town Beach Ablutions [316(vii)]	30,557			24,255	27,999	6,302	2,558	413	513
Rushton Park Redevelopment [318(ii)]	528,987			199,720	168,523	329,267	360,464	4,405	16,142
Meadow Springs Pavillion [318(iii)]	396,741			150,024	126,393	246,717	270,348	3,309	12,107
Mandurah Rugby Club	82,842			33,486	40,025	49,356	42,817	1,774	2,287
Mandurah Cricket Club	27,611			11,169	13,350	16,442	14,261	591	762
Mandurah Football & Sporting	242,296			63,877	75,925	178,419	166,371	5,773	7,655
Mandurah Rugby Club	18,637			4,916	5,843	13,721	12,794	444	589
Allnutt Reserve Bowling Facility	1,641,209			455,962	517,401	1,185,247	1,123,808	18,678	52,167
Ablutions - Netball Centre [329(ii)]	130,469			34,692	40,882	95,777	89,587	2,286	4,122
Parks Construction [329(v)]	128,976			34,692	40,415	94,284	88,561	2,286	4,075
Halls Head Bowling Club Upgrade	344,004			27,141	31,024	316,863	312,980	9,079	12,440
Parks - Falcon Bay Reserve	97,095			20,585	22,253	76,510	74,842	313	3,240
Aquatic & recreation Centre	922,603			131,437	138,889	791,166	783,714	11,313	32,411
Aquatic & recreation Centre Stage 1	582,882			64,959	70,073	517,923	512,809	10,701	20,719
Aquatic & recreation Centre Stage 2	1,494,078			180,384	180,818	1,313,694	1,313,260	14,856	53,470
Eastern Foreshore Wall	973,173			113,570	117,082	859,603	856,091	12,850	34,622
MARC Stage 2	1,648,544			422,415	351,420	1,226,129	1,297,124	15,151	54,878
Falcon Bay Seawall	317,481			75,816	67,677	241,665	249,804	7,754	10,568
MARC Solar Plan	191,804			14,965	17,096	176,839	174,708	5,065	6,940
Novara Foreshore Stage 2	383,609			29,931	34,192	353,678	349,417	10,129	13,880
Falcon Bay Foreshore Development	383,609			29,931	34,192	353,678	349,417	10,129	13,880
Mandjar Square Development	479,513			37,510	42,734	442,003	436,779	12,560	17,350
Lakelands DOS	2,665,001			249,587	239,294	2,415,414	2,425,707	30,793	97,162
Falcon Seawall	500,167			33,908	42,021	466,259	458,146	11,792	18,195
Manjar Square Stage 3 and 4	1,000,332			75,729	84,029	924,603	916,303	15,671	36,391
Novara Foreshore Stage 3	200,067			13,525	16,806	186,542	183,261	4,755	7,278
Western Foreshore Recreation Precinct		0	1,270,000	0	8,712	0	1,261,288	0	4,033
Smart Street Mall Upgrade		0	1,500,000	0	10,288	0	1,489,712	0	4,764
Westbury Way North side POS Stage 3		0	200,000	0	1,372	0	198,628	0	635
Falcon Bay Foreshore Stage 3 of 4		0	300,000	0	2,058	0	297,942	0	953
Mandjar Square Final Stage		0	300,000	0	2,058	0	297,942	0	953
Falcon Skate Park Upgrade		0	200,000	0	1,372	0	198,628	0	635
Transport									
Road Construction [316(ii)]	228,874			187,108	209,707	41,766	19,167	3,188	3,843
Car Parking [316(iv)]	16,807			13,860	15,400	2,947	1,407	236	282
Road Construction [318(v)]	1,322,469			498,831	421,309	823,638	901,160	11,002	40,356
Drainage [318(iv)]	132,248			49,696	42,131	82,552	90,117	1,096	4,036
Road Construction [329(ii)]	279,574			75,507	87,605	204,067	191,969	4,975	8,833
Drainage Construction [329(iii)]	93,191			24,489	29,201	68,702	63,990	1,614	2,944
Peelwood Oval - Parking [329(iv)]	37,277			10,204	11,681	27,073	25,596	672	1,178
Path Construction [329(vi)]	21,247			6,122	6,658	15,125	14,589	403	671
Street Lighting [329(viii)]	27,958			8,163	8,760	19,795	19,198	538	883
Road Construction	433,530			93,774	99,358	339,756	334,172	1,428	14,469
New Pedestrian Bridge Construction	596,197			94,929	106,210	501,268	489,987	10,651	20,486
New Road Construction	661,855			97,058	99,077	564,797	562,778	4,622	23,155
New Road Construction	752,108			82,612	90,409	669,496	661,699	15,008	26,735
WMC Tims Thicket	112,813			11,712	13,570	101,101	99,243	2,938	4,010
Road Construction	500,902			121,031	106,777	379,871	394,125	12,115	16,674
MARC Carpark	380,432			91,845	81,097	288,587	299,335	9,279	12,664
MPAC Forecourt	158,514			38,268	33,790	120,246	124,724	3,866	5,277
Mandurah Marina	191,804			14,965	17,096	176,839	174,708	5,065	6,940
MARC Carpark	287,709			22,443	25,638	265,266	262,071	7,597	10,410
Mandurah Foreshore Boardwalk Renewal	431,563			33,766	38,457	397,797	393,106	11,294	15,615
Smoke Bush Retreat Footpath	95,900			7,488	8,554	88,412	87,346	2,532	3,470
New Road Construction	1,346,886			128,867	120,927	1,218,019	1,225,959	12,823	49,101
New Boardwalks 18/19	500,167			33,908	42,021	466,259	458,146	11,792	18,195
Coodanup Drive - Road Rehabilitation	100,034			6,763	8,409	93,271	91,625	2,377	3,639
Pinjarra Road Carpark	200,067			13,525	16,806	186,542	183,261	4,755	7,278
New Road Construction 18/19	1,650,547			126,712	138,675	1,523,835	1,511,872	24,088	60,044
South Harbour Upgrade	0	0	230,000	0	1,578	0	228,422	0	730
New Road Construction 19/20	0	0	1,100,000	0	8,231	0	1,091,769	0	3,811
Other property and services									
Office Building	460,823			203,943	243,983	256,880	216,840	9,537	12,193
Information Systems [316(i)]	15,278			13,860	13,999	1,418	1,279	236	257
IT Server Room Upgrade [316(vi)]	41,252			34,650	37,797	6,602	3,455	590	693
IT Communications Equipment [318(i)]	105,796			39,381	33,704	66,415	72,092	869	3,228
IT Equipment [329(vii)]	38,021			10,204	11,914	27,817	26,107	672	1,201
Land Purchase	1,848,929			519,744	584,038	1,329,185	1,264,891	16,026	58,886
Civic Building - Tuckey Room Extension	500,167			33,908	42,021	466,259	458,146	11,792	18,195
	29,682,151	0	5,450,000	5,477,596	5,630,871	24,204,555	29,501,280	445,012	1,029,460

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

FINANCING ACTIVITIES

NOTE 6

BORROWINGS

Repayments - Borrowings

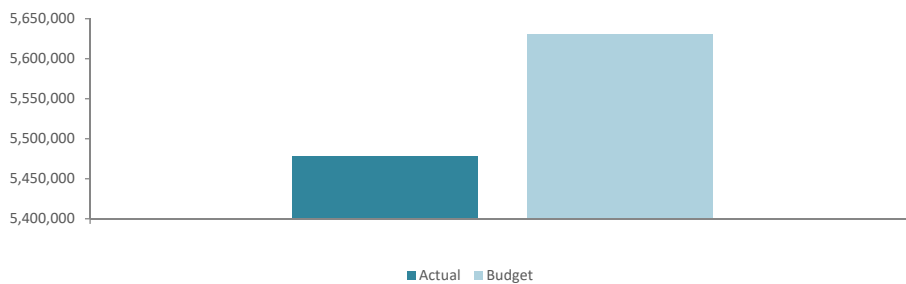
Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total	29,682,151	0	5,450,000	5,477,596	5,630,871	24,204,555	29,501,280	445,012	1,029,460
Current borrowings	5,630,871		5,450,000	5,477,596	5,630,871	-516,891	5,630,871	445,012	1,029,460
Non-current borrowings	24,051,280					24,721,446	23,870,409		
	29,682,151					24,204,555	29,501,280		

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

2019/20 Principal Repayments



Principal Repayments

\$5,477,596

Interest Expense

\$445,012

Loans Due

\$24.2 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

NOTE 7

OPERATING GRANTS AND CONTRIBUTIONS

Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$
Operating Grants and Subsidies				
General purpose funding				
Financial Assistance Grant - General Purpose	845,000		845,000	669,334
Financial Assistance Grant - Local Roads	670,000		670,000	460,305
Law, order, public safety				
ADF Grant - Alcohol and Drug Foundation	40,000		40,000	28,040
Healthways Grant	0		0	9,750
Operating Grant SES	38,816		38,816	38,816
Operating Grant Southern Districts Fire Brigade	24,624		24,624	23,656
DFES Bushfire Mitigation Funding	0	292,850	292,850	146,425
Lifeguard Service Funding	100,000		100,000	95,667
A.W.A.R.E. Funding	0		30,000	0
Education and welfare				
Waterwise Verge Grant	10,000		10,000	10,000
NAIDOC	3,000		3,000	0
International Disability Day Grant	1,000		1,000	0
Lighthouse Project (Local Governments Professionals)	0		0	10,000
Mental Health Initiatives (WA Primary Health Alliance)	0	75,000	75,000	52,500
Digital Springboard Grant	0		0	2,941
BeConnected Grant - Mandurah Library	0		0	2,000
Get Online Week - Mandurah Library	0		0	1,500
BeConnected Grant - Falcon Library	0		0	2,000
Get Online Week - Falcon Library	0		0	1,500
BeConnected Grant - Lakelands Library	0		0	2,000
Get Online Week - Lakelands Library	0		0	1,500
Recreation and culture				
Stretch Festival Grant WA Health Promotion Grant	15,000		15,000	0
Wearable Art Grant WA Healthy Promotions	58,226		58,226	0
Gnoonie Youth Football Cup 2019	1,000		1,000	2,000
CHRMAP	37,500		37,500	0
Lotterywest (Childrens Festival Grant)	8,750		8,750	10,000
Lotterywest (Christmas Pageant)	10,000		10,000	10,000
Tourism WA (Crabfest Sponsorship)	139,992		139,992	115,000
Every Club Funding	20,000		20,000	20,000
Friday Night Skillz - DLGSCI	0		15,000	15,840
	2,022,908	367,850	2,435,758	1,730,774
TOTALS	2,022,908	367,850	2,435,758	1,730,774

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

NOTE 8**NON-OPERATING GRANTS AND CONTRIBUTIONS****Non Operating Grants, Subsidies and Contributions Revenue**

Provider	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$
Non-Operating Grants and Subsidies				
Law, order, public safety				
Shark Mitigation Project	200,000	(200,000)	0	0
Recreation and culture				
Eastern Foreshore South Precinct	2,250,000	0	2,250,000	2,250,000
Western Foreshore Recreation Precinct	2,750,000	0	2,750,000	2,750,000
Tuart Av Community Kitchen Retrofit	99,000	(99,000)	0	0
Marina Floating Public Jetty	128,339	0	128,339	128,340
Parkridge Boat Ramp	56,000	(39,590)	16,410	0
Falcon Skate Park Upgrade	200,000	0	200,000	9,300
Lakelands DOS Clubroom Facility	150,000	0	150,000	100,000
Lakelands DOS Clubroom Facility	60,000	0	60,000	60,000
Lakelands DOS	975,000	0	975,000	650,000
Change Rooms Upgrade Program	0	50,000	50,000	50,000
Transport				
RC Dower Street	500,000	0	500,000	500,000
RC Peel Street	500,000	0	500,000	200,000
RC Pinjarra Road	500,000	0	500,000	500,000
RR Merrivale Street	360,000	0	360,000	360,000
RR Beacham Street	325,000	0	325,000	325,000
RR Thera Street	155,708	0	155,708	155,708
TM Wilderness Dr/Old Coast Rd	65,500	0	65,500	66,500
RS Esprit Parkway	125,000	0	125,000	125,000
RS Mississippi Drive	120,000	0	120,000	120,000
RS Watersun Drive	74,935	0	74,935	74,935
Dower Street	200,000	0	200,000	200,000
Lakes Rd	20,000	0	20,000	20,000
Other property and services				
Bush Fire Brigade	381,177	84,000	465,177	465,177
	10,195,659	(204,590)	9,991,069	9,109,960
Non-Operating Contributions				
Recreation and culture				
Port Bouvard Surf Life Saving Club	300,000	0	300,000	300,000
Fowler Reserve - Cricket Nets	1,000	0	1,000	1,000
Fowler Reserve - Cricket Nets	900	(510)	390	390
MARC Backboards	0	40,000	40,000	40,000
Mandurah Bridge Club	0	0	0	2,000
Mandurah Surf Life Saving Club				5,000
Port Bouvard Surf Life Saving Club				5,000
Transport				
PTA Bus Embayment - 27636	151,394	(10,217)	141,177	151,394
PTA Bus Embayment - 27635	109,370	(4,539)	104,831	109,370
Dudley Park PS Carpark	0	86,467	86,467	64,255
Mandurah Terrace Modifications	0	10,000	10,000	10,000
Other property and services				
Lakelands Community Infrastructure Contribution	0	1,065,909	1,065,909	1,065,909
Bush Fire Brigade	0	0	0	15,993
	562,664	1,187,110	1,749,774	1,770,311
Total Non-operating grants, subsidies and contributions	10,758,323	982,520	11,740,843	10,880,271

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 9
BUDGET AMENDMENTS APPROVED**

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

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

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

NOTE 9

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.

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 9
BUDGET AMENDMENTS APPROVED**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

NOTE 9

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.

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 9
BUDGET AMENDMENTS APPROVED**

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1646.750496.	Lakelands DOS Clubroom Facility		Capital Expenses			(431,600)	182,859
1632.750604.	Falcon Pavilion Roof		Capital Expenses		17,213		200,072
1635.700434.	Bethyl Corner Renewal		Capital Expenses			(17,213)	182,859
1636.500995.	SP Jubata Gardens		Capital Expenses		5,000		187,859
1636.500988.	SP Blakeley Street		Capital Expenses			(5,000)	182,859
1636.500978.	RS Leighton Rd/Halls Head Pde		Capital Expenses		5,000		187,859
1636.500971.	RS Aldgate St/Parkview St Intersection		Capital Expenses			(5,000)	182,859
1636.500960.	RR Gordon Road		Capital Expenses		60,000		242,859
1636.500962.	RR Thera Street		Capital Expenses			(60,000)	182,859
1636.501011.	SL Train Station Access Path		Capital Expenses		35,000		217,859
1636.501010.	SL Minor Improvements		Capital Expenses			(35,000)	182,859
455965.0756.97	Proceeds from Disposal of assets		Other: Proceeds From Sale of Assets		30,000		212,859
1641.770001.	Light Passenger Vehicles - Replacement		Capital Expenses			(17,070)	195,789
9667.101901.	City Centre - Winter Wonderland		Operating Expenses		73,000		268,789
9624.102245.	Economic Development Projects - New Projects		Operating Expenses		150,000		418,789
9564.102830.	Cultural Development - Wearable Art General		Operating Expenses		47,000		465,789
0562.102313.	Crabfest Revenue		Operating Revenue			(240,000)	225,789
9562.102313.	Crabfest Expenditure		Operating Expenses			(30,000)	195,789
301950.0711.90	Rate Penalty Interest		Operating Revenue			(60,000)	135,789
347945.0319.85	Facility Management Lease revenue		Operating Revenue			(100,000)	35,789
310810.9200.10	Strategy and Business Performance Corporate Projects		Operating Expenses		7,600		43,389
303810.9059.10	Elected Members Operating Costs		Operating Expenses			(25,000)	18,389
1636.500952	RC Mississippi Drive		Capital Expenses		15,000		33,389
1636.500964	TM Old Coast Rd / Rutland Drive Roundabout		Capital Expenses			(15,000)	18,389
				0	12,447,389	(12,079,000)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

NOTE 10

PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						18,389
	COVID BUDGET REVIEW ADOPTION		Operating Revenue			(3,370,422)	(3,352,033)
	COVID BUDGET REVIEW ADOPTION		Operating Expenses		3,354,616		2,583
	COVID BUDGET REVIEW ADOPTION		Non Cash Item			(872)	1,711
	COVID BUDGET REVIEW ADOPTION		Capital Expenses		1,000,023		1,001,734
	COVID BUDGET REVIEW ADOPTION		Capital Revenue			(166,410)	835,324
	COVID BUDGET REVIEW ADOPTION		Other: Transfer Out of Reserve		45,000		880,324
	COVID BUDGET REVIEW ADOPTION		Other: Transfer Into Reserve			(885,103)	(4,779)
1632.750501	MARC Systems Integration		Capital Expenses		15,000		10,221
1632.750575	Central Boardwalk		Capital Expenses			(15,000)	(4,779)
1635.700431	Electric BBQ Replacement Program		Capital Expenses		10,000		5,221
1632.750616	Park Rd SES Workshop Upgrade		Capital Expenses			(10,000)	(4,779)
1636.500996	SP Lefroy Street		Capital Expenses		8,000		3,221
1636.501006	SP Swinton Place		Capital Expenses			(8,000)	(4,779)
1637.600168	DR Sunview Rise		Capital Expenses		2,800		(1,979)
1637.600163	DR Mulberry Close		Capital Expenses			(2,800)	(4,779)
	Transfer from Sportsclub Maintenance Levy Reserve		Other: Transfer Out of Reserve		8,865		4,086
	Port Bouvard Surf Lifesaving Club Flooring Replacement		Capital Expenses			(8,865)	(4,779)
9655.163032.14000.05	Emergency Management Bushfire Mitigation Project		Operating Expenses		30,000		25,221
318910.0050.55	Emergency Management Grants & Subs Operating		Operating Revenue			(30,000)	(4,779)
				0	4,474,304	(4,497,472)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020**

NOTE 11

EXPLANATION OF MATERIAL VARIANCES

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Operating grants, subsidies and contributions	(263,962)	(13.23%)	▼ Timing	Claim 2 for DFES Bushfire Mitigation Funding not yet received. Budget to be adjusted per Covid Review for Stretch Festival Grant income that will not be received.
Interest earnings	(185,980)	(12.12%)	▼ Permanent	Budget to be adjusted per Covid Review.
Profit on disposal of assets	23,634	100.00%	▲ Permanent	Unbudgeted non-cash variance from disposal of assets.
Expenditure from operating activities				
Materials and contracts	5,391,039	14.21%	▲ Timing	Budget to be adjusted per Covid review it is then expected that all expenditure will be realised by 30 June.
Interest expenses	429,524	49.11%	▲ Timing	Full effect from loan restructure not fully realised. Will continue to monitor.
Insurance expenses	163,556	19.38%	▲ Timing	Timing of insurance payments.
Other expenditure	75,827	27.58%	▲ Timing	Timing of loss on sale of assets.
Loss on disposal of assets	(232,376)	100.00%	▼ Permanent	Unbudgeted non-cash variance from disposal of assets.
Investing Activities				
Capital Acquisitions	16,426,402	48.60%	▲ Timing	Refer to note 4.
Financing Activities				
Unspent Loans	1,751,101	100.00%	▼ Timing	Refer to note 6.
Prepaid Rates	(1,821,987)	100.00%	▼ Permanent	Prepaid rates for current year not budgeted for.
Repayment of debentures	(785,204)	(16.73%)	▼ Timing	Timing due to YTD budget spread evenly over the year.

	Current Budget 2019/20	Change	Revised Budget 2019/20
Opening Funding Surplus / (Deficit)	7,744,000		7,744,000
Operating Income			
Rates	80,945,588	(417,872)	80,527,716
Operating grants, subsidies and contributions	2,435,758	(73,226)	2,362,532
Other income	2,914,326	40,659	2,954,985
Fees & Charges	26,166,991	(2,509,983)	23,657,008
Interest Earnings	1,805,000	(410,000)	1,395,000
Profit on disposal of assets	3,000	-	3,000
Operating Income Total	114,270,663	(3,370,422)	110,900,241
Operating Expenses			
Direct Employee costs	(47,093,009)	745,930	(46,347,078)
Materials and Contracts	(46,238,725)	2,607,951	(43,630,774)
Utilities	(3,876,462)	-	(3,876,462)
Depreciation	(33,707,463)	872	(33,706,591)
Interest Expense	(1,030,728)	-	(1,030,728)
Insurance	(1,013,367)	(137)	(1,013,504)
Other Expenses	(200,000)	-	(200,000)
Loss on disposal of assets	(327,000)	-	(327,000)
Operating Expenses Total	(133,486,754)	3,354,616	(130,132,138)

Non-cash amounts excluded from operating activities

Amount attributable to operating activities

34,031,463	(872)	34,030,591
14,815,372	(16,678)	14,798,694

Investing activities

Non-operating grants, subsidies and contributions

Proceeds from disposal of assets

Payments for property, plant and equipment

Amount attributable to investing activities

11,740,843	(16,410)	11,724,433
1,654,021	-	1,654,021
(37,941,613)	1,000,023	(36,941,590)
(24,546,749)	983,613	(23,563,136)

Financing Activities

Proceeds from new debentures

Unspent Loans Utilised

Prepaid Rates

Payment of lease liability

Proceeds from self-supporting loans

Transfer from reserves

Payments for self supporting loans

Repayment of debentures

Transfer to reserves

Amount attributable to financing activities

5,450,000	(150,000)	5,300,000
1,751,101	-	1,751,101
(3,092,036)	-	(3,092,036)
(1,503,000)	-	(1,503,000)
100,000	-	100,000
8,572,232	45,000	8,617,232
-	-	-
(5,630,871)	-	(5,630,871)
(3,641,660)	(885,103)	(4,526,763)
2,005,766	(990,103)	1,015,663

Closing Funding Surplus / (Deficit)

18,389	(23,168)	(4,779)

Business Unit	Sub-Type	Current Budget 2019/20.	Revised Budget 2019/20.	Revision Variance.	Comment
Corporate Services					
Rating Services	Rates	(80,412,658)	(79,994,786)	417,872	Decreased to be in line with YTD actuals for interim rates
Rating Services	Donations & Reimbursements	(160,000)	(100,000)	60,000	Decreased to be in line with YTD actuals for legal costs recovered
General Purpose Funding	Fees & Charges	(391,000)	(257,600)	133,400	Reduction in commercial lease revenue as a result of relief assistance granted to businesses impacted by covid restriction closures
General Purpose Funding	Interest Earnings	(1,160,000)	(750,000)	410,000	The City has turned off interest from 1 April to 30 June 2020 for outstanding rates
Financial Accounting	Materials and Contracts	183,700	124,700	(59,000)	Decreased to be in line with YTD actuals for audit and asset valuation expenditure
Legal Services	Materials and Contracts	322,650	239,550	(83,100)	Savings found in tender advertising and internal audit expenditure
Purchasing	Materials and Contracts	12,550	39,750	27,200	Increased to be in line with YTD actuals, offset by savings found in unspent training costs
Rating Services	Materials and Contracts	797,000	599,000	(198,000)	Decreased to be in line with YTD actuals for legal fees, valuation costs and cash in transit expenditure
Sustainable Development					
Cultural Develop	Grants & Subsidies	(73,226)	-	73,226	Stretch Festival and Wearable Arts events cancelled
Animal Control	Fees & Charges	(495,000)	(515,000)	(20,000)	Increased to be in line with YTD actuals
Parking Management	Fees & Charges	(168,000)	(128,000)	40,000	Decreased to be in line with YTD actuals
Building Services	Fees & Charges	(690,000)	(561,700)	128,300	Decreased to be in line with YTD actuals
Senior Citizens Centre	Fees & Charges	(159,600)	(140,565)	19,035	Closure of facility
CSC Dining Room	Fees & Charges	(172,000)	(98,000)	74,000	Facility closure
Lakelands Library	Fees & Charges	(41,600)	(18,720)	22,880	Facility closure
Mandurah Library	Fees & Charges	(80,950)	(57,650)	23,300	Facility closure
Falcon Library	Fees & Charges	(64,500)	(40,110)	24,390	Facility closure
Cultural Develop	Fees & Charges	(64,275)	(38,275)	26,000	Stretch Festival and Wearable Arts events cancelled
Environ Health Sampling	Direct Employee costs	623,040	581,320	(41,720)	Vacancy not filled
Mandurah Library	Direct Employee costs	794,602	767,377	(27,225)	Facility closure
Youth Development	Direct Employee costs	620,841	537,512	(83,329)	Services and programs revised
City Centre Activation	Materials and Contracts	517,700	329,257	(188,443)	Winter Wonderland event for 2020 cancelled
Emergency Management	Materials and Contracts	458,981	433,981	(25,000)	Services and programs revised
Healthy Communities	Materials and Contracts	40,000	15,000	(25,000)	Services and programs revised
Fire Prevention	Materials and Contracts	28,994	8,994	(20,000)	Services and programs revised
Environ Health Sampling	Materials and Contracts	80,221	60,301	(19,920)	Services and programs revised
Community Plan & Develop	Materials and Contracts	549,141	495,278	(53,863)	Services and programs revised
Community Safety	Materials and Contracts	130,386	104,536	(25,850)	Services and programs revised
Museum	Materials and Contracts	104,231	18,128	(86,103)	Facility closure
Mandurah Library	Materials and Contracts	430,708	265,987	(164,721)	Facility closure
Lakelands Library	Materials and Contracts	381,500	310,681	(70,819)	Facility closure
Falcon Library	Materials and Contracts	122,100	147,944	25,844	Facility closure
CSC Dining Room	Materials and Contracts	128,200	83,300	(44,900)	Facility closure
Senior Citizens Centre	Materials and Contracts	127,523	84,733	(42,790)	Facility closure
Youth Development	Materials and Contracts	154,439	118,369	(36,070)	Services and programs revised
Cultural Develop	Materials and Contracts	922,212	616,989	(305,223)	Stretch Festival and Wearable Arts events cancelled

Eco Services	Materials and Contracts	616,767	492,298	(124,469)	Services and programs revised
Works & Services					
Sports Ground	Donations & Reimbursements	(165,000)	(210,123)	(45,123)	Increased revenue to be in line with YTD actuals
Road Reactive	Donations & Reimbursements	-	(29,249)	(29,249)	Increased revenue to be in line with YTD actuals
Sports Ground	Fees & Charges	(165,000)	(92,000)	73,000	Closure of facilities
Facility Management	Fees & Charges	(830,000)	(693,500)	136,500	Closure of facilities
Marina	Fees & Charges	(1,679,000)	(1,521,670)	157,330	Decreased to be in line with YTD actuals for boat pen income and reduction in commercial lease revenue as a result of relief assistance granted to businesses impacted by coved restriction closures
Chalets	Fees & Charges	(750,000)	(600,000)	150,000	Decline in bookings due to Covid Restrictions
Street Tree	Direct Employee costs	539,817	502,322	(37,495)	Decreased to be in line with YTD actuals
Asset Management	Materials and Contracts	232,094	60,630	(171,464)	Operating Projects deferred to 2020/21. Funds transferred to reserve
Waterways	Materials and Contracts	1,444,113	1,364,113	(80,000)	Savings in sand bypassing expenditure
Marina	Materials and Contracts	713,787	674,087	(39,700)	Savings in sand bypassing expenditure
CEO					
Mandurah Business Centre	Direct Employee costs	67,934	-	(67,934)	FTE redeployed to Citybuild
Chief Executives Office	Materials and Contracts	550,500	320,500	(230,000)	Services and programs revised
Economic Development	Materials and Contracts	558,815	387,182	(171,633)	Services and programs revised
Tourism	Materials and Contracts	793,000	717,000	(76,000)	Services and programs revised
Strategy & BP					
HHCRC	Fees & Charges	(110,984)	(45,599)	65,385	Closure of facility
MARC	Fees & Charges	(4,887,943)	(3,449,930)	1,438,013	Closure of facility
Elected Member Support	Direct Employee costs	446,185	382,048	(64,137)	Vacancy not filled
Festivals & Events	Direct Employee costs	493,259	473,106	(20,153)	Casual event labour not required
MARC	Other Employee Costs	558,108	447,468	(110,640)	Facility closure
Human Resource	Other Employee Costs	182,374	143,903	(38,471)	Employee benefit program revised
Civic Events & Functions	Materials and Contracts	132,400	101,200	(31,200)	Services and programs revised
Festivals & Events	Materials and Contracts	1,395,844	1,342,018	(53,826)	Services and programs revised for External Event Management
HHCRC	Materials and Contracts	71,459	16,202	(55,257)	Closure of facility
MARC	Materials and Contracts	789,999	636,188	(153,811)	Closure of facility
RSV Administration	Materials and Contracts	344,741	298,887	(45,854)	Services and programs revised

COVID-19 Budget Review - Capital Deferrals

						Funding Current Budget		Funding COVID-19 Budget Review			
Asset type	Description	Actuals 01/05/2020	Current Budget	% Completed Inc. CMT	COVID-19 Review Budget	Capital Expenditure Variance	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	CoM Funding Variance
Buildings	Mh Mustangs FC - Facility Development	-	174,410	0%	-	174,410	-	174,410	-	-	174,410
Buildings	Peelwood Res - Changeroom Upgrade	-	21,140	0%	-	21,140	-	21,140	-	-	21,140
Buildings	CASM Ablution Upgrade	4,691	31,711	15%	4,691	27,020	-	31,711	-	4,691	27,020
Buildings	Admin Building First Floor Carpet	14,316	52,851	27%	14,316	38,535	-	52,851	-	14,316	38,535
Total Buildings		19,007	280,112		19,007	261,105	-	280,112	-	19,007	261,105
Parks	Lakelands Community Garden	-	30,000	0%	-	30,000	-	30,000	-	-	30,000
Total Parks		-	30,000		-	30,000	-	30,000	-	-	30,000
Coastal & Estuary	Parkridge Boat Ramp	-	60,680	0%	-	60,680	16,410	44,270	-	-	44,270
Total Coastal & Estuary		-	60,680		-	60,680	16,410	44,270	-	-	44,270
GRAND TOTAL		19,007	370,792		19,007	351,785	16,410	354,382	-	19,007	335,375

COVID-19 Budget Review - Capital Savings

Asset type	Description	Actuals 01/05/2020	Current Budget	% Completed Inc. CMT	COVID-19 Review Budget	Capital Expenditure Variance	Funding Current Budget		Funding COVID-19 Budget Review		CoM Funding Variance
							External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	
Buildings	Owen Avenue Ablution	11,664	158,554	7%	11,664	146,890	-	158,554	-	11,664	146,890
Buildings	Marina Ablution Facility Shed	8,321	13,000	64%	8,321	4,679	-	13,000	-	8,321	4,679
Buildings	Museum Office Ceiling Refurbishment	-	10,144	0%	-	10,144	-	10,144	-	-	10,144
Total Buildings		19,985	181,698		19,985	161,713	-	181,698	-	19,985	161,713
Parks	Shade Sales Various Sites	74,756	113,927	79%	93,927	20,000	-	113,927	-	93,927	20,000
Total Parks		74,756	113,927		93,927	20,000	-	113,927	-	93,927	20,000
Roads	City Centre Parking and Signage	-	160,385	0%	-	160,385	-	160,385	-	-	160,385
Roads	RR Beacham Street	236,005	275,501	86%	236,005	39,496	236,215	39,286	236,215	(210)	39,496
Roads	RR Merrivale Street	329,561	354,862	93%	329,561	25,301	329,561	25,301	329,561	-	25,301
Roads	CP Aldgate St Realignment Stage 2	7,161	81,775	48%	41,775	40,000	-	81,775	-	41,775	40,000
Roads	SL Gibson Street	36,385	109,033	33%	49,033	60,000	-	109,033	-	49,033	60,000
Roads	Smokebush Retreat	34,087	131,033	32%	46,033	85,000	-	131,033	-	46,033	85,000
Total Roads		643,198	1,112,589		702,407	410,182	565,776	546,813	565,776	136,631	410,182
Drainage	DR Yalgorup Drive	-	11,246	0%	-	11,246	-	11,246	-	-	11,246
Total Drainage		-	11,246		-	11,246	-	11,246	-	-	11,246
Coastal & Estuary	Marina Sth Harbour MATV Pits	-	10,468	0%	-	10,468	-	10,468	-	-	10,468
Coastal & Estuary	Mariners Cove Café	-	31,405	0%	-	31,405	-	31,405	-	-	31,405
Total Coastal & Estuary		-	41,873		-	41,873	-	41,873	-	-	41,873
Roads	Eastern Foreshore	44,911	53,529	90%	50,305	3,224	-	53,529	-	50,305	3,224
Total Eastern Foreshore Wall		44,911	53,529		50,305	3,224	-	53,529	-	50,305	3,224
GRAND TOTAL		782,851	1,514,862	-	866,624	648,238	565,776	949,086	565,776	300,848	648,238

ELECTED MEMBER ENTITLEMENTS

COUNCIL POLICY

POL-GVN 07

Objective:

The Elected Member Entitlements Policy (Policy) outlines the allowances, fees and reimbursement of expenses that may be paid to Elected Members.

This Policy is in accordance with the relevant legislation and determinations, being the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and determination of the Salaries and Allowances Tribunal (SAT) for Local Government Chief Executive Officers and Elected Members in accordance with the *Salaries and Allowances Act 1975*.

The Policy details other support provided by the City of Mandurah (City) to Elected Members to support the delivery of their functions, including equipment and other supplies, insurance cover provided while performing the official duties of office and gifts from the local government.

Statement:

1. FEES AND ALLOWANCES

1.1 Annual meeting attendance fee

In lieu of paying Elected Members a meeting attendance fee for Council or Committee meetings, Elected Members shall be paid an annual amount for meeting attendance as determined by Council when adopting the budget, and within the prescribed range as set by the Salaries and Allowances Tribunal (SAT).

1.2 Mayor and Deputy Mayor Allowance

The Mayor and Deputy Mayor shall be paid an annual allowance as determined by Council when adopting the budget, and within the prescribed range as set by the SAT.

1.3 Payment

- a. Meeting attendance fees and the Mayor and Deputy Mayor allowances are to be made on a monthly, quarterly or six monthly pro-rata basis, at the discretion of the Elected Member.
- b. Payments may be made to an Elected Members' superannuation fund, as nominated, in accordance with the Australian Taxation Office requirements.

1.4 Information Communication and Technology Allowance

- a. Elected Members shall be entitled to an annual Information Communication and Technology (ICT) allowance, as determined by Council when adopting the budget, and within the prescribed range as set by the Salaries and Allowances Tribunal (SAT). The allowance covers information and communications technology costs that are a kind of expense for which Elected Members may be reimbursed.
- b. This allowance is designed to meet all Elected Member related call costs and all other relevant telecommunication costs, including relevant hardware to use a telephone, mobile phone, and the internet and consumables for computer equipment (e.g. Internet dongle, printing cartridges, paper, storage devices).

- c. Any claims by Elected Members for expenses incurred over the maximum annual allowance for ICT expenses detailed above are to be submitted on the provided claim form.
- d. Additional claims above the maximum limit must be supported by receipted invoices for the maximum limit plus the additional amounts claimed. Claims must be made by 31 July of that year (31 days after end of the financial year).
- e. Full payment of the ICT allowance will be made in advance at the commencement of the financial year. Where an Elected Member's term of office ceases at the local government election in a financial year, the Elected Member will be paid the ICT expenses on a pro-rata basis up until the local government election. Should the Elected Member be re-elected, the remainder of the annual allowance will be paid following the Election Day.

1.5 Conditions of payment

- a. All allowances and fees shall be paid automatically unless an Elected Member has advised the Chief Executive Officer in writing that he/she does not wish to claim any or part of those fees and allowances.
- b. The City will not pay attendance or allowance fees in advance prior to the start of the financial year. Payments will not extend to any period beyond the expiry date of the Elected Members' term of office.
- c. Advanced payments are to be repaid by any Elected Member who resigns or leaves office prior to the expiry of their term of office.
- d. The taxation liability arising from these payments is the individual responsibility of each Elected Member and should seek independent financial advice.

2. EXPENSES TO BE REIMBURSED

- a. Elected Members will be reimbursed child care and/or travel expenses necessarily incurred while performing their duties so that no Elected Member should be unreasonably financially disadvantaged due to meeting the requirements of their office.
- b. The extent to which an Elected Member can be reimbursed for child care and travel expenses is set out under Regulation 31 of the *Local Government (Administration) Regulations 1996*.

2.1 Child Care expenses

- a. Child care expenses incurred by Elected Members as a result of attending Council or Committee meetings will be reimbursed in accordance with the rate set by SAT as the maximum amount or the actual cost, whichever is the lesser.
- b. Child care costs will not be paid where the care is provided by a member of the immediate family or relative living in the same premises as the Elected Member.

2.2 Travel expenses

2.2.1 Travel expenses relating to attendance at a Council meeting or meeting of a Committee of Council

- a. Elected Members who incur travel costs while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) because of the Elected Member's attendance at a Council meeting or a meeting of a committee of which he or she is also a member are to be reimbursed at the same rate contained in section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011* shall be entitled to reimbursement of travelling

~~expenses incurred while using their own private motor vehicle in the performance of the official duties of their office, subject to claims being verified.~~

- ~~b. As the City of Mandurah is a regional local government, the Elected Member will be reimbursed reasonable travel costs from the Elected Members place of residence or work to the meeting and back.~~

2.2.2 Travel expenses relating to performance of function in the capacity of an Elected Member

- ~~a. Elected Members who incur travel costs, while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) because the Elected Member is performing a local government function, are to be reimbursed at the same rate contained in Schedule F of the Public Service Award 1992.~~

- ~~a.b. Eligible cClaims for such functions include: must relate to travel for a destination from the Elected Members normal place of residence or work and return in respect to the following:~~

- ~~i. Council or Committee meetings, Citizenship Ceremonies or and civic functions.~~
- ~~ii. Meetings where an Elected Member has been appointed by Council as its delegate or a deputy to the delegate (except where the other body pays the Elected Member for meeting attendance and/or travel).~~
- ~~iii. Any City convened meeting requiring Elected Member attendance, including briefing sessions, workshops, and other forums.~~
- ~~iv. Functions where the Elected Member is representing the Mayor or is attending by resolution of Council or where the function is an otherwise authorised activity. Note: attendance at functions as a matter of personal choice and not representing Council in an official capacity does not give rise to a claim for reimbursement of expenses incurred as a result of attending.~~
- ~~v. Training courses, seminars and conferences attended in the capacity of an Elected Member.~~
- ~~vi. Meetings in connection with matters relating to local government, listed on any Council agenda paper, including site inspections or meetings with electors/ratepayers.~~
- ~~vii. Any other occasion in the performance of an act, under the express authority of Council.~~

2.2.3 Reimbursement of Actual Expenses Incurred

- ~~a. Where an Elected Member deems to consider it more appropriate to not utilise their own private vehicle to attend a Council related commitment (mentioned above in 2.2.1 and 2.2.3), a taxi/ride hailing company or public transport may be used and the actual cost incurred will be reimbursed.~~

~~Elected Members are to be reimbursed travelling expenses incurred while using their own private motor vehicle in the performance of the official duties of Council, as set out below:~~

- ~~i. if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or~~
- ~~ii. if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back:~~

~~— for the person to travel from the person's place of residence or work to the meeting and back; or~~

- ~~— if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.~~

~~2 The rate for travel reimbursements is to be calculated at the same rate contained within Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011*.~~

2.3 Claiming expenses

- a. Elected Members are advised that care needs to be taken in making application for claims for reimbursement of expenses and to differentiate between expenditure incurred in their private capacity and expenditure necessary to fulfil their role as an Elected Member.
- b. Reimbursement of expenses is conditional upon adequate evidence of such expenditure in the form of invoices or receipts. A claim for reimbursement for travel expenses must include the date, particulars of travel, nature of business, distance travelled, vehicle displacement and total kilometres travelled.
- c. All claims for reimbursement must be submitted to the Office of the Mayor and Councillors on the provided claim form, on a monthly basis. Final claims relating to the financial year must be submitted by 31 July of that year (31 days after the end of the financial year). No back payment of claims relating to prior financial years will be permitted.
- d. Under no circumstances is any reimbursement to be made in connection with costs incurred for re-election to office.

4. MAYOR VEHICLE

- a. In accordance with the *Local Government Act 1995* and regulation 34AD of the *Local Government (Administration) Regulations 1996*, the Mayor is to be provided with a fully maintained local government motor vehicle for the purpose of carrying out the functions of the Mayoral office.
- b. The value of the vehicle will be determined by Council at budget time. The replacement of the Mayor's vehicle will occur once every four years, after the Mayoral Election and in consultation with the newly elected Mayor.
- c. The vehicle use by the Mayor will be in accordance with the terms and conditions of the City's standard private use of motor vehicle responsibilities. The vehicle may be used for personal use by the Mayor subject to reimbursement to the City for the extent of private use and completion of a written agreement detailing the terms and conditions.
- d. Where the Mayor is provided with a vehicle as detailed in 4.a. above, the costs associated with the Mayor's private use of the vehicle is to be reimbursed by the Mayor on an annual basis, using the travel rate contained in Schedule F of the *Public Service Award 1992* Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011* and multiplying the private kilometres travelled from the log book information supplied (annualising the private kilometres travelled for the three months). It is expected that the Mayor utilise the log book in the first three months of being elected. The log book should be completed in accordance with the requirements of the Australian Taxation Office. The private kilometres will be annualised and used for the four-year term of office. The Mayor can provide to the City a revised log book, if the private rate from the current log book does not reflect the private usage kilometres being travelled, at any time, during the term of office. Reimbursement by the Mayor can be offset against any remuneration that is due to the Mayor for holding office.

- e. Where the Mayor has exercised the option of using a motor vehicle provided by the City, no further reimbursements for travel costs will be made where such travel can practicably be undertaken in that vehicle.

5. EQUIPMENT

5.1 Issue and return electronic equipment

- a. The City is to provide Elected Members with a suitably equipped Microsoft Windows based device i.e. laptop or tablet, for use during their term of office.
- b. The electronic equipment is to be used for Council related business only and the Elected Member is responsible for the safe guarding and protection of the device from misuse.
- c. The electronic equipment will be issued in accordance with the City's supply arrangement in place at the time of the request, with all costs being met by the City.
- d. Consumables for the electronic equipment i.e. sim card or internet access, forms part of the ICT allowance as described in 1.4 of this Policy and are not separately provided or reimbursed.

5.2 Maintenance and replacement of electronic equipment

- a. The City is responsible for the ongoing maintenance of the electronic equipment with all costs being met by the City.
- b. The replacement of the electronic equipment will be in accordance with the City's standard replacement program, which will be every three years, unless determined by the Chief Executive Officer that replacement is required earlier due to performance of electronic equipment.

5.3 Other equipment

- a. Elected Members will be supplied with the following:
 - i. Parking permit for Council related business within specified areas; and
 - ii. Building security access card.

6. OTHER SUPPLIES

6.1 Clothing

- a. The City will reimburse Elected Members for expenses relating to suitable professional attire including clothing and footwear, to a maximum cost to the City of \$500.00 per annum per Councillor and \$1,000 for the Mayor per annum. All claims relating to a financial year must be submitted by 31 July (31 days after the end of the financial year) to be eligible for reimbursement.
- b. All claims for reimbursement must be submitted to the Office of the Mayor and Councillors on the provided claim form and must be accompanied by invoices or receipts.

6.2 Home office furniture

- a. The City will reimburse Elected Members for expenses relating to home office furniture including a printer and furniture, to a maximum cost of \$500.00 per Elected Member for each term of office, for relevant Council use.

- b. All claims for reimbursement must be submitted to the Office of the Mayor and Councillors on the provided claim form and must be accompanied by invoices or receipts.

6.3 Miscellaneous

The City will provide the following to all Elected Members:

- Name Badge;
- Upon request, a briefcase or satchel for Council business use, for each term of office;
- Elected Member electronic letterhead for relevant Council business use, for each term of office.
- 500 printed business cards per annum, in accordance with the City's style guide, for relevant Council business use.

7. INSURANCE

- a. The City will insure or provide insurance cover for Elected Members for the following:
 - i. Councillor's liability to cover losses incurred due to alleged wrongful acts committed whilst acting in official capacity as an Elected Member.
 - ii. Liability protection for third party property damage and/or personal injury allegedly caused by an Elected Member's actions whilst performing official duties.
 - iii. Personal injury is provided in the event of personal injury whilst on Council duties, including direct travel to and from such duties.
 - iv. Motor vehicle coverage for use of private vehicle, when performing official duties.
 - v. Personal property cover is provided for accidental loss or damage to personal property owned whilst an Elected Member is performing official duties.
 - vi. Travel insurance for Council related business trips, including cover for expenses for overseas medical treatment, emergency medical evacuation, flight cancellations, lost baggage and personal effects.
- b. Elected Members must determine whether the benefits and endorsements of the above insurance cover is adequate. Elected Members may wish to obtain their own insurance cover, at their own cost, to ensure the benefits and endorsements are adequate for their individual needs.

9. GIFTS FROM THE LOCAL GOVERNMENT

- a. In accordance with section 5.100A of the *Local Government Act 1995* and regulation 34AC of the *Local Government (Administration) Regulations 1996*, gifts may only be given to Elected Members upon the occasion of their retirement, following the completion of at least one full four-year term of office.
- b. On the retirement of an Elected Member and in recognition of their years of service the following will be presented:
 - i. Gift up to the value of \$100 per year of service to a maximum of \$1000;
 - ii. Framed photograph celebrating the Elected Members time in office.

Responsible Directorate:

Corporate Services

Reviewer:

Director Corporate Services

Creation date:

Minute G.45/8/07, 21 August 2007

Amendments:

Minute G.39/6/08, 17 June 2008
Minute G.26/5/10, 25 May 2010
Minute G.57/2/12, 28 February 2012
Minute SP.5/7/13, 15 July 2013
Minute G.35/2/15, 24 February 2015
Minute SP.2/8/16, 2 August 2016
Minute G.38/12/19, 17 December 2019

**Related Documentation and/or
Legislation:**

Local Government Act 1995:
sections 5.98, 5.98A, 5.99 and 5.99A, 5.100A, 5.101A
Local Government (Administration) Regulations 1996:
regulations 34, 34AC and 34AD
Salaries and Allowances Act 1975:
section 7B
Local Government Officers' (WA) Interim Award 2011:
section 30.6
Elected Member Expenses Claim Form
Schedule of Expenses and Allowances
Public Service Award 1992
Schedule F



CITY OF MANDURAH

ELECTED MEMBER EXPENSE CLAIM FORM

Name	Month	Year

VEHICLE TRAVEL EXPENSES

Make / Model of Vehicle	Vehicle CC's

[illegible]

OTHER EXPENSES INCURRED

[illegible]

** Please attach copies of all receipts	\$

I certify that the expenses claimed herein were actually incurred by me:

1. In attending meetings of Council or Committee of the City of Mandurah;
2. As a result of an activity authorised by Council;
3. In carrying out my duties as an Elected Member in accordance with section 5.98 of the *Local Government Act 1995* and Council's Policy for Elected Member Entitlements (POL-GVN 07).

Elected Member Signature

Date

Lodgement of this form can be made:

- 1) In person at the Office of the Mayor and Councillors – 83 Mandurah Tce, Mandurah
- 2) By email to the Office of the Mayor and Councillors at OMC@mandurah.wa.gov.au
- 3) By post – City of Mandurah, Office of the Mayor and Councillors, Po Box 210, Mandurah WA 6210

Authorised for Payment
Director Corporate Services

Date

Office use only		
City of Mandurah - Creditor Data Entry		
Supplier Number		
Name		
Transaction Description		
Transaction Value		
Bank ACC No		
Account Number	Description	Amount

Note: There are two rates for reimbursement:

- -In accordance with 2.2.1 of the policy travel expenses relating to attendance at a Council meeting or meeting of a Committee of Council are to be reimbursed at the same rate contained in section 30.6 of the *Local Government Officers (Western Australia) Interim Award 2011*.
- In accordance with 2.2.2 of the policy is travel expenses relating to performance of function in the capacity of an Elected Member, Elected Members are to be reimbursed at the same rate contained in Schedule F of the *Public Service Award 1992*.

travel costs incurred while driving a privately owned or leased vehicle are to be calculated at the same rate contained in section 30.6 of the *Local Government Officers (Western Australia) Interim Award 2011*

POLICY

POL-CPM 01

Objective:

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

This Policy is developed in accordance with Part 4A of the *Local Government (Functions and General) Regulations 1996* (Regulations).

Statement:

1. APPLICABILITY

This Policy is applicable where a tender has been conducted (according to the Regulations) by the City of Mandurah for the supply of Goods and Services and Construction Services.

2. PRICE PREFERENCE

In accordance with regulation 24D of the Regulations, the following price preferences will be applied for each tender (where applicable):

- a. Goods and Services: 10 per cent discount up to a maximum price reduction of \$50,000;
- b. Construction Services: 5 per cent discount up to a maximum price reduction of \$50,000;
- c. Goods and Services and Construction Services, tendered for the first time where Council previously supplied the Goods or Services: 10 per cent discount up to a maximum price reduction of \$500,000.

3. REGIONAL PRICE PREFERENCE

- a. The Regional Price Preference (RPP) enables local suppliers within the district of the City of Mandurah local government municipal area, to claim a price preference for their whole bid, regardless of the origin of the labour or materials, as all labour and materials are deemed to be regional content.
- b. To claim a RPP, suppliers are required to have a permanent office in Mandurah for at least six (6) months prior to the tender(s) being sought.
- c. The submitted price for the tender will be reduced (for evaluation purposes only), by the amounts set out in Section 2 of this Policy.

4. LOCAL CONTENT PRICE PREFERENCE

- a. The Local Content Price Preference enables suppliers operating outside of Mandurah to claim a price preference where they can demonstrate a commitment that some or all of the goods or services are to be supplied from local suppliers within the district of the City of Mandurah local government municipal area. Where the local content is not 100 per cent, the discount will be proportioned based on the percentage of local content that is committed.
- b. Local content components of goods and services and construction can include goods, materials, labour, sub-contractors, professional services, and employment of a local workforce.
- c. Written evidence (proof) of the local content components, including how it relates to the price submitted, must be provided.
- d. The value of those goods and services claimed by the supplier may be adjusted during the tender assessment process if the value claimed is considered unreasonable or cannot be justified.

- e. The submitted price for the tender will be reduced (for evaluation purposes only), by the amounts set out in Section 2 of this Policy.
- f. If successful, local content reporting will form part of the contractual obligations.

5. VALUE FOR MONEY PRINCIPLES

Value for money principles will be used to achieve the best possible overall outcome for the City. The City is not required to accept the lowest tender or any tender based on price offered.

6. TRANSPARENCY AND PROBITY

Where local preferences are to be applied during procurement processes, they must be notified within the relevant request for tender or request for quotation documents. All suppliers must be treated fairly and consistently when evaluating procurement outcomes.

7. DEFINITIONS

Construction Services: is the carrying out of any works that include construction of a structure or reconstruction, renovation or alteration to any structure where there is a design element that has been initiated by the City. This includes but is not limited to residential buildings, commercial buildings, shelters and civil construction.

Local Content Preference: discount for suppliers outside of Mandurah to purchase goods and services from local suppliers that are located within the municipal area (district) of the City of Mandurah and engage a local workforce.

Regional Price Preference: discount for suppliers located within the municipal area (district) of the City of Mandurah.

Responsible Directorate: Corporate Services

Reviewer: Manager Governance Services

Creation date: Minute G.51/1/02, 22 January 2002

Amendments: Minute G.13/08/05, 16 August 2005
Minute G.43/12/09, 15 December 2009
Minute G.57/2/12, 28 February 2012
Minute G.37/5/12, 22 May 2012
Minute G.35/2/15, 24 February 2015
Minute S. 4/8/18, 21 August 2018
Minute G.19/10/18, 23 October 2018
Minute G.17/2/20, 25 February 2020 (Advertising)

Related Documentation and/or Legislation: *Local Government (Functions & General) Regulations 1996 - Regulation 24E*

Rivers Regional Subsidiary

Business Plan 2020 - 2025

1/15/2020
Rivers Regional Council
John McNally
Chief Executive officer

Business Plan Rivers Regional Subsidiary

1. Introduction

Over the last 8 years the Rivers Regional Council has been working towards achieving a Zero Waste outcome. Tenders for Alternative Waste Treatment options were called in 2013 and contracts for a Waste to Energy Facility were executed in November 2015. Financial Close was achieved in October 2018 with the Plan for the plant to be commissioned in mid 2021. Now that the major task has been achieved the participants in the agreements are seeking to establish an efficient and effective organisation to manage the responsibilities under the agreements over the next 20 to 30 years.

The Rivers Regional Subsidiary (RRS) will replace the Rivers Regional Council as Principal under the terms of the 2015 Receipt and Processing of Waste for Resource Recovery Agreement, Participants Agreement for the Receipt and Processing of Waste for Resource Recovery and Supplemental Deed - Energy Supply & Delay Costs (Waste Supply Agreements).

Rivers Regional Council comprises the City of South Perth, City of Armadale, City of Gosnells, Shire of Murray, Shire of Serpentine Jarrahdale and the City of Mandurah. The City of Canning is also a participant in the Resource Recovery Agreements and has declined the invitation to join the RRS.

2. Rivers Regional Subsidiary

The Rivers Regional Subsidiary is being formed to:-

- Replace the Rivers Regional Council and act as Principal under the terms of the 2015 Receipt and Processing of Waste for Resource Recovery Agreement ,Participants Agreement for the Receipt and Processing of Waste for Resource Recovery and Supplemental Deed - Energy Supply & Delay Costs (Waste Supply Agreements);
- Assist in the coordination of resource sharing between the participants, to reduce costs and increase operational efficiencies;
- Associate, collaborate and work in conjunction with other local government bodies for the advancement of matters of common interest;
- Undertake coordination, advocacy, education and representation roles for the participants at a regional level and, in particular, coordinate waste recovery, reuse and disposal education programs;
- develop cooperation between the participants so as to improve waste management and recycling programs and practices within the Region;
- assist participants to minimise the volume of waste collected in the districts of the participants which is required to be disposed of by landfill;
- develop, encourage, promote, foster and maintain consultation and cooperation with the Western Australian Local Government Association (WALGA), other levels of government, private enterprise and the community with regard to matters relating to waste management;
- strengthen the representation and status of local government when dealing with other levels of government, private enterprise and the community;

- develop further cooperation between the participants for the benefit of the communities of the Region;
- develop and manage policies which guide the conduct of programs and projects in the Region with the objective of securing the best outcomes for the communities of the Region; and
- undertake projects that benefit the Region and its communities.

3. Local Government Act Regulations

The Local Government Act (Regional Subsidiaries) Regulations 2017 requires that this Plan includes an overall assessment of the formation of the regional subsidiary and is to include details of:-

- a) Its expected effect on the provision of facilities and services by the participants

The participating Councils have already entered into contracts for the provision of waste to the Waste to Energy Plant (WtE) which is anticipated to divert up to 97.5% of the waste stream from Landfill. Councils will retain their current collection arrangements. The sharing of transfer station facilities is also possible but this will be the subject of separate agreements directly between Councils. As a result of the Waste to Energy contract arrangements landfill sites currently provided by Councils (only the City of Armadale has an operating landfill) will be phased out.

- b) Its expected effect on other persons providing facilities and services in the participants' districts;

The coordination of education programs may result in increased expenditure in local communities otherwise there is no impact on other persons or facilities.

- c) Its expected financial effect on the participants;

Savings of up to \$200,000 (based on the 2018/19 Budget) could be possible based on the transition from a Regional Council to a Regional Subsidiary (RRS). A Regional Subsidiary Budget of approximately \$250,000 per annum. Arrangements for calculation and collection are detailed in the current Waste Supply Agreements.

- d) Its expected effect on matters referred to in each participant's current plan prepared under section 5.56;

City of South Perth

Assist in achieving Outcome 4.3a - Promote and implement sustainable water, waste, land and energy management practices.

City of Armadale

Assist in achieving Outcome 2.4 Best Practice Waste Management - 2.4.1 Apply effective waste collection methodologies 2.4.2 Maximise recycling opportunities 2.4.3 Improve waste

disposal practices 2.4.4 Apply efficient waste administration. Target: Diminishing percentage of collected waste deposited in landfill (towards zero).

City of Gosnells

Assist in achieving Goal 3.4 Manage waste generated in the City of Gosnells in an environmentally responsible and sustainable manner. Outcome - The environmental impact of waste is minimised and waste is disposed of in a sustainable and cost effective manner.

Shire of Serpentine Jarrahdale

Assist in achieving Outcome 2.2 A sustainable natural environment, 2.2.2 Seek to minimise resource usage and continue to maximise reuse opportunities 2.2.3 Continue to minimise the volume and impact of waste generated within the district.

Shire of Murray

Assist in achieving Outcome 5 A healthy and sustainable natural environment - 5.4 Waste is responsibly managed to minimise environmental impacts.

City of Mandurah

Assist in achieving:-

- *Strategy 1.3 - Encourage and enable our community to take ownership of our natural assets, and to adopt behaviours that assist in achieving our environmental targets and 1.3.2 Reduce per capita waste generation and waste-to-landfill.*
- *Strategy 1.4 - Become a leader in proactive and innovative environmental management and 1.4.2 Develop and implement waste-to-energy solutions for residential and industrial waste.*
- *Strategy 1.5. Factor climate change predictions into land-use planning, building design and future council decisions and 1.5.2 Demonstrate leadership in meeting the challenges of climate change at regional, state and national level*

- e) the service that is proposed to be provided, or the activity that is proposed to be carried on, by the regional subsidiary;
- *replace the Rivers Regional Council (RRC) and act as principal under the terms of the:*
 - *Agreement for Receipt and Processing of Waste for Resource Recovery dated 4 November 2015;*
 - *Participant's agreement for the Receipt and Processing Waste for Resource Recovery dated 15 October 2015.*
 - *Financier Direct Deed dated 16 October 2018; and*
 - *Supplemental Deed dated 16 July 2018.*

- *assist in the coordination of resource sharing between the participants, to reduce costs and increase operational efficiencies;*
 - *associate, collaborate and work in conjunction with other local government bodies for the advancement of matters of common interest;*
 - *undertake coordination, advocacy, education and representation roles for the participants at a regional level and, in particular, coordinate waste recovery, reuse and disposal education programs;*
 - *develop cooperation between the participants so as to improve waste management and recycling programs and practices within the Region;*
 - *assist participants to minimise the volume of waste collected in the districts of the participants which is required to be disposed of by landfill;*
 - *develop, encourage, promote, foster and maintain consultation and cooperation with the Western Australian Local Government Association (WALGA), other levels of government, private enterprise and the community with regard to matters relating to waste management;*
 - *strengthen the representation and status of local government when dealing with other levels of government, private enterprise and the community;*
 - *develop further cooperation between the participants for the benefit of the communities of the Region;*
 - *develop and manage policies which guide the conduct of programs and projects in the Region with the objective of securing the best outcomes for the communities of the Region; and*
 - *undertake projects that benefit the Region and its communities.*
- f) why the regional subsidiary is proposed to be formed to provide that service or carry on that activity.

The participating Councils have entered into agreements to supply waste to the Waste to Energy Plant for a period of 20 to 30 years. The Rivers Regional Council (RRC) has the role of principal under those contracts and a Regional Subsidiary arrangement is considered more efficient to manage these responsibilities on a shared services arrangements.

4. Outline of Activities

- a) Establish governance, administration and accounting arrangements.
- b) Prepare the annual Waste Delivery Plan in accordance with the provisions of the agreements.
- c) Calculate and recover waste charges under the agreements.
- d) Manage contract responsibilities and act as Principal.
- e) Co-ordinate Waste Recovery, Reuse and Disposal Education programs required under the agreements.
- f) Co-ordinate the energy supply arrangements.
- g) Advocate on behalf of member Councils.

5. Budget

Account Description	Full Year Reg Sub				
	Year 1	Year 2	Year 3	Year 4	Year 5
	\$	\$	\$	\$	\$
ADMINISTRATION					
Operating Revenue					
Other Income	0				
Total Operating Revenue	0				
Operating Expenditure					
Salaries & Wages	(100,000)	(100,000)	(102,000)	(103,000)	(104,000)
Superannuation	(15,000)	(15,000)	(15,300)	(15,450)	(15,600)
Leave Accruals	(3,000)	(3,000)	(3,060)	(3,090)	(3,120)
Insurance - Workers Compensation	(2,500)	(2,500)	(2,600)	(2,700)	(2,800)
Training & Conferences	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Accounting & Administration Services	(30,000)	(30,000)	(31,000)	(31,500)	(32,000)
Bank Fees	(500)	(500)	(500)	(500)	(500)
Advertising	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Information Technology	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)
Insurance - Other	(7,100)	(7,100)	(7,100)	(7,100)	(7,100)
Legal Services	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
Other Office Expenses	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
Publications	(500)	(500)	(500)	(500)	(500)
Furniture & Equipment	(500)	(500)	(500)	(500)	(500)
Health and Safety	(500)	(500)	(500)	(500)	(500)
Accommodation	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Consultants - Contingency	(25,400)	(25,400)	(25,400)	(25,400)	(25,400)
Total Operating Expenditure	(203,000)	(203,000)	(206,460)	(208,240)	(210,020)
Net Administration Costs to be allocated	(203,000)	(203,000)	(206,460)	(208,240)	(210,020)
Allocation of Administration Expenditure					
Community Amenities	203,000	203,000	206,460	208,240	210,020
Total Allocations	203,000	203,000	206,460	208,240	210,020
Total After Allocation of Net Costs	0	0	0	0	0
COMMUNITY AMENITIES					
Operating Revenue					
Waste Recovery Charges Member Councils	250,000	228,000	231,460	233,240	235,020
Total Operating Revenue	250,000	228,000	231,460	233,240	235,020
Operating Expenditure					
Waste Recovery Expenses - Avertas					
Legal Services	(42,000)	(20,000)	(20,000)	(20,000)	(20,000)
Project Management	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Administration Allocation	(203,000)	(203,000)	(206,460)	(208,240)	(210,020)
Total Operating Expenditure	(250,000)	(228,000)	(231,460)	(233,240)	(235,020)
Total	0	0	0	0	0
Recovery	1.00%	0.89%	0.94%	0.91%	0.85%

CHARTER OF THE RIVERS REGIONAL SUBSIDIARY

A Regional Subsidiary

incorporated pursuant to section 3.69 of the Local Government Act 1995 (WA)

RIVERS REGIONAL SUBSIDIARY**CHARTER*****Local Government Act 1995 (WA)*****1. ESTABLISHMENT & OBJECTS**

1.1 Local Government Act 1995

- (a) This Charter governs the operation of the Subsidiary and both this Charter and the Subsidiary are subject to the requirements of Part 3, Division 4 of the Act and the Regional Subsidiaries Regulations.
- (b) Pursuant to section 3.69(3) of the Act the Subsidiary is a body corporate and has a common seal. Its Board has responsibility for the management of the business and other affairs of the Subsidiary.

1.2 Definitions

In this Charter:

“Act” means the *Local Government Act 1995 (WA)*;

“Anticipated Exceptional Deficit” means the amount, if any, of a Deficit which, during a financial year the Subsidiary determines will, or is likely to, occur in that year by reason of:

- (a) an expense for which no expenditure estimate is included in the Subsidiary’s annual budget for that year; or
- (b) an expense for which an expenditure estimate is included in the Subsidiary’s annual budget for that year but the expense is exceptional having regard to that estimate; or
- (c) a shortfall in income for which an income estimate is included in the annual budget for that year but the shortfall is exceptional having regard to that estimate;

“Board” means the Board of Management established under Clause 8;

“Board member” means a person who has been appointed to the Board by a participant in accordance with clause 8.2(a);

“Budget Deficiency” has the same meaning as the expression is given in Part 6 of the Act;

“Business Plan” means the business plan prepared by the participants pursuant to regulation 4 of the Regional Subsidiaries Regulations;

“Chairperson” means the person elected as Chairperson of the Board pursuant to Clause 8.4(a) and includes a person authorised by this Charter to act in place of the Chairperson;

“CEO” means the chief executive officer of the Subsidiary or a participant as specified in this Charter;

“district” means district as that term is defined in the Act;

“Deficit”, for a financial year, means the amount, if any:

- (a) by which the expenses of the Subsidiary exceeds the revenues and other income of the Subsidiary; and
- (b) which is shown as such in the annual financial report, for that year, prepared by the Subsidiary in accordance with the provisions of section 5.53 of the Act as those provisions are modified by regulation 18 of the Regional Subsidiaries Regulations;

“local government” means a local government constituted under the *Local Government Act 1995 (WA)*;

“elected member” means a Mayor, Chairman or Councillor of a Council;

“financial year” means a year beginning on 1 July in each year and ending on 30 June of the following year;

“meeting” includes both ordinary and special meetings of the Board;

“Minister” means the Minister for the time being responsible for the administration of the *Local Government Act 1995 (WA)*;

“Objects” means the objects of the Subsidiary as set out in clause 1.4;

“participant” means a local government that is a member of the Subsidiary named in clause 1.3;

“parties” as described in clause 11 means a participant or participants or the Subsidiary and party means any one or more of them according to context

“Region” means the total area of the districts of the participants;

“Regional Subsidiaries Regulations” means the *Local Government (Regional Subsidiaries) Regulations 2017 (WA)*

“RRC” means the Rivers Regional Council;

“RRC Waste Agreements” means the agreements and documents itemised in Schedule 1;

“special resolution” means a resolution passed by a two thirds majority of all Board members present at a meeting and entitled to vote on the issue;

“Subsidiary” means the Rivers Regional Subsidiary; and

“Surplus”, for a financial year, means the amount if any:

- (a) by which the revenues and other income of the Subsidiary exceeds the expenses of the Subsidiary; and
- (b) which is shown as such in the annual financial report, for that year, prepared by the Subsidiary in accordance with the provisions of section 5.53 of the Act as those provisions are modified by regulation 18 of the Regional Subsidiaries Regulations.

1.3 Establishment

The Subsidiary is a regional subsidiary established pursuant to section 3.69 of the Act by the following local governments:

- (a) The City of Gosnells;
- (b) The City of Armadale;
- (c) The City of South Perth;
- (d) The City of Mandurah;
- (e) The Shire of Serpentine-Jarrahdale; and
- (f) The Shire of Murray.

1.4 Objects

The Subsidiary is established to:

- (a) replace the RRC and act as principal under the terms of the:
 - (i) Agreement for Receipt and Processing of Waste for Resource Recovery dated 4 November 2015 referred to in item 2 of Schedule 1; and
 - (ii) Participant's Agreement for the Receipt and Processing Waste for Resource Recovery dated 15 October 2015 referred to in item 1 of Schedule 1.
 - (iii) Financier Direct Deed dated 16 October 2018 and referred to in item 6 of Schedule 1; and
 - (iv) Supplemental Deed dated 16 July 2018 and referred to in item 4 of Schedule 1.
- (b) assist in the coordination of resource sharing between the participants, to reduce costs and increase operational efficiencies;
- (c) associate, collaborate and work in conjunction with other local government bodies for the advancement of matters of common interest;
- (d) undertake coordination, advocacy, education and representation roles for the participants at a regional level and, in particular, coordinate waste recovery, reuse and disposal education programs;
- (e) develop cooperation between the participants so as to improve waste management and recycling programs and practices within the Region;
- (f) assist participants to minimise the volume of waste collected in the districts of the participants which is required to be disposed of by landfill;
- (g) develop, encourage, promote, foster and maintain consultation and cooperation with the Western Australian Local Government Association (WALGA), other levels of government, private enterprise and the community with regard to matters relating to waste management;
- (h) strengthen the representation and status of local government when dealing with other levels of government, private enterprise and the community;

- (i) develop further cooperation between the participants for the benefit of the communities of the Region;
- (j) develop and manage policies which guide the conduct of programs and projects in the Region with the objective of securing the best outcomes for the communities of the Region; and
- (k) undertake projects that benefit the Region and its communities.

1.5 Review of Charter

- (a) This Charter will be reviewed by the participants acting in concurrence at least once in every four (4) years.
- (b) Where the participants determine that the Charter ought to be amended, either at the time of review or any other time, then the participants shall thereafter comply with the provisions of regulation 6 and 7 of the Regional Subsidiaries Regulations to enable any proposed amendment to be made.

2. THE RIVERS REGIONAL COUNCIL

2.1 Establishment

The RRC is a regional local government established under section 3.61 of the Act.

2.2 Novation of Rights and Obligations

Upon the establishment of the Subsidiary it is the intention of both the RRC and the Subsidiary that:

- (a) the RRC shall novate all of its rights, title, interest and obligations in the RRC Waste Agreements **(Novation)** to the Subsidiary subject to the consents where required of the parties to the RRC Waste Agreements; and
- (b) the Subsidiary shall take the Novation.

2.3 Transfer of Assets as Deemed Contributions

It is also the intention of the both the RRC and the Subsidiary that:

- (a) the RRC shall transfer all of its assets to the Subsidiary **(Transfer)** and the Subsidiary shall deem these assets to be contributions from the participants.
- (b) the deemed contributions shall be apportioned by the Subsidiary to each participant by multiplying the total asset value received from the RRC by each participant's waste volume in tonnes for the previous five (5) financial years as a percentage of the participant's total waste for the same period.

2.4 Order of Precedence

To the extent that any of the provisions of this Charter, as set out below, are also dealt with in any of the RRC Waste Agreements then, for the purposes only of the RRC Waste Agreements, the provisions of the RRC Waste Agreement/s shall take precedence over the provisions of this Charter to the extent of any inconsistency.

- (a) Clause 4 - Non Derogation and Direction of Participants;
- (b) Clause 5 - Funding by the Participants; and
- (c) Clause 11 – Dispute Resolution

2.5 Wind Up of RRC

It is the intention of the RRC to wind itself up after completion of the Novation and Transfer referred to in clauses 2.2 and 2.3.

3. POWERS FUNCTIONS AND DUTIES

The powers, functions and duties of the Subsidiary are to be exercised in the performance of the Subsidiary's Objects. The Subsidiary shall have those powers and functions provided under the Act, the Regional Subsidiaries Regulations and this Charter which include:

- (a) becoming a member of or cooperating or contracting with any other association or organisation, whether within or outside of the area of the participants, which shares similar objects and purposes to those of the Subsidiary;
- (b) entering into contracts or arrangements with any Government agency or authority that are incidental or conducive to the attainment of the Objects and the exercise of the powers of the Subsidiary;
- (c) entering into contracts with any person or body including a participant for the acquisition or supply of goods and services or for any other reason that is consistent with the Subsidiary's Objects;
- (d) Subject to clause 9 appointing, employing, remunerating, removing or suspending officers, managers, employees and agents;
- (e) raising revenue by:
 - (i) charging the participants fees incurred by the Subsidiary in undertaking and carrying out its Objects;
 - (ii) arrangements with sponsor organisations;
 - (iii) making submissions for and accepting grants, subsidies and contributions to further the Subsidiary's Objects;
 - (iv) arrangements or contracts with any other person or body; and
 - (v) any other means not inconsistent with the Objects of the Subsidiary.
- (f) printing and publishing any newspapers, periodicals, books, leaflets, or other like writing;
- (g) appointing such committees as it deems necessary and to define the duties of such committees provided that the acts of any such committee shall be submitted before execution or discharge for the approval of the Subsidiary and appointing persons to committees which may consist partly of persons who are not representatives of participants;
- (h) delegating any of the Subsidiary's powers and functions to persons or committees and altering or revoking such delegations;

- (i) co-opting to any duly appointed committee, any Board member, any officer of a participant, or any other appropriate person as deemed desirable for the efficient function of that committee;
- (j) acquiring, holding, dealing with and disposing of any real or personal property of the Subsidiary;
- (k) opening and operating bank accounts;
- (l) investing monies in any manner in which trust moneys may be invested in accordance with the provisions of section 6.14 of the Act and regulation 19C of the *Local Government (Financial Management) Regulations 1996 (WA)*, as those provisions are modified by regulation 22 of the Regional Subsidiaries Regulations;
- (m) subject to regulation 11 of the Regional Subsidiaries Regulations borrowing money in accordance with an approved Business Plan;
- (n) giving security for the discharge of liabilities of the Subsidiary;
- (o) imposing fees and charges in accordance with Part 6, Division 5, Subdivision 2 of the Act as modified by regulation 23 of the Regional Subsidiaries Regulations;
- (p) the development of a code of conduct to be observed by members of the Board, employees of the Subsidiary and members of any committee appointed by the Subsidiary;
- (q) establish a reserve fund or funds clearly identified for the upkeep and / or replacement of fixed assets or for meeting any deferred liability; and
- (r) doing all other things that are necessary or convenient for or incidental or conducive to the attainment of the Objects, and the exercise, performance or discharge of the powers, functions and duties of the Subsidiary.

4. DIRECTION BY PARTICIPANTS

4.1 Participants

All of the participants listed at Clause 1.3 are the members of the Subsidiary.

4.2 Non-Derogation and Direction by Participants

- (a) The establishment of the Subsidiary does not derogate from the power of any of the participants to act independently in relation to a matter within the jurisdiction of the Subsidiary.
- (b) Provided that all of the participants unanimously agree on the action to be taken, the participants may direct and control the Subsidiary. Non Compliance maybe dealt with under clause 8.3.
- (c) Any decision of the participants under clause 4.2(b) and/or direction given or control exercised by the participants must be given in writing to the CEO of the Subsidiary.

4.3 Provision of Information to Participants

- (a) The Subsidiary must, at the written request of a participant, furnish to the participant information or records in the possession or control of the Subsidiary as the participant may require in such manner and form as the participant may require.
- (b) If the Board of the Subsidiary considers that information or a record furnished under this clause contains matters that should be treated as confidential, the Board may advise the participant of that opinion giving the reason for the opinion and the participant must, subject to sub clause (c), act on that advice.
- (c) If the Subsidiary owes a duty of confidence in respect of a matter, the participant must ensure the observance of that duty in respect of the matter, but this sub clause does not prevent a disclosure as required in the proper performance of the functions or duties of the participant.

5. FUNDING BY PARTICIPANTS

5.1 Application of Clause

This clause applies if in any year:

- (a) A Budget Deficiency is disclosed in the annual budget of the Subsidiary;
- (b) A Deficit is disclosed in the annual financial report of the Subsidiary; or
- (c) An Anticipated Exceptional Deficit is determined by the Subsidiary.

5.2 Contributions by Participants

The participants must pay to the Subsidiary contributions towards a Budget Deficiency, a Deficit or an Anticipated Exceptional Deficit as the case may be, in accordance with the steps set out in Schedule 2. If a participant has acted independently under clause 4.2 and chosen not to participate in a project that is not a requirement of the RRC Waste Agreements then there is no obligation to contribute to a Budget Deficiency, a Deficit or an Anticipated Exceptional Deficit caused by that project.

5.3 Time for Payment of Contributions

The contributions referred to in clause 5.2 must be paid by each participant to the Subsidiary within 42 days, or any earlier time agreed by the participants, after:

- (a) In the case of contributions towards a Budget Deficiency – the date on which the annual budget is prepared and adopted by the Subsidiary;
- (b) In the case of contributions towards a Deficit – the date on which the annual financial report is prepared and submitted to the auditor;
- (c) In the case of contributions towards an Anticipated Exceptional Deficit – the date on which the Anticipated Exceptional Deficit is determined by the Subsidiary.

5.4 Late Payment of Contributions

If a participant fails to pay the contribution referred to in clause 5.2 on or before the due date for payment then, in addition to the contribution, the participant must pay to the Subsidiary interest on the contribution at the overdraft rate charged by the Subsidiary's bank on amounts of the same size as the unpaid contribution calculated from and including the due date to but excluding the actual date of payment.

5.5 Contributions to the Acquisition of Land

- (a) Where the Subsidiary determines that the participants are to make contributions towards the acquisition of land then the participants must make those contributions in equal proportions.
- (b) Contributions referred to in subclause 5.5(a) are capital contributions for the purpose of clause 6.2 (f) and 7.2.

5.6 Distribution of a Paid Surplus

- (a) The participants acknowledge that it is for the Subsidiary to determine if a Surplus or portion of a Surplus is to be paid to the participants and the manner and timing of any payment, having a regard to the prudent management of its cash flow and financial requirements and other relevant matters **(Paid Surplus)**.
- (b) The participants agree that any Paid Surplus is to be distributed between them in proportions calculated in accordance with Schedule 3.

6. NEW AND WITHDRAWAL OF PARTICIPANTS

6.1 New Participants

Subject to the provisions of the Act, including but not limited to Ministerial approval under regulation 7 of the Regional Subsidiaries Regulations, this Charter may be amended by a resolution of the participants to provide for the admission of a new participant or participants, with or without conditions of membership, such conditions to be determined jointly by the Board and the member participants.

6.2 Withdrawal of a Participant

- (a) A participant may seek to withdraw from the Subsidiary but withdrawal shall be subject to and conditional upon the Subsidiary being able to successfully comply with the provisions of regulation 6 and 7 of the Regional Subsidiaries Regulations.
- (b) A participant which intends to withdraw from the Subsidiary shall give to the CEO of the Subsidiary and to the CEO's of all of the other participants written notice of such intention, specifying the date of intended withdrawal. The notice shall be a minimum of three months.
- (c) Upon receipt of a notice of intention to withdraw from the Subsidiary the remaining participants and the Subsidiary shall, subject to clause 6.2(d), use their best endeavours, acting reasonably to achieve compliance with regulations 6 and 7 of the Regional Subsidiaries Regulations to allow the withdrawal to proceed.

- (d) However, to the extent that the participants may have entered into contractual obligations and liabilities relying on the withdrawing participant's ongoing support, the participants may refuse the request of an individual participant to withdraw if, in the reasonable opinion of the remaining participants, they will incur an unreasonable financial burden by reason of the withdrawal.
- (e) The withdrawal of the participant does not extinguish the proportionate liability of that participant to make payment of its budgeted contribution for the financial year in which it gives notice and in respect of any other amounts outstanding.
- (f) The payment of any proportionate entitlement sought by the withdrawing participant shall only be made where the remaining participants and the Subsidiary agree with the withdrawing participant as to the amount and terms of payment.

7. WINDING UP

7.1 Form of Wind Up

The Subsidiary may be wound up by the Minister acting upon a unanimous resolution of the participants or by the Minister in accordance with the provisions of section 8.15 (2) of the Act as those provisions are modified by regulation 24 of the Regional Subsidiaries Regulations.

7.2 Division of Assets

- (a) Where the Subsidiary is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the Subsidiary, then the property and assets are to be realised and:
 - (i) firstly, to the extent that the proceeds, along with any surplus funds, are sufficient to do so, the participants are to be repaid their respective capital contributions as shown in the accounting records of the Subsidiary; and
 - (ii) secondly, the balance, if any, is to be divided among the participants in the proportions set out in Schedule 4.
- (b) For the avoidance of doubt, for the purposes of subclause (a) the capital contributions of the participants do not accrue interest.

7.3 Division of Liabilities

If the subsidiary is to be wound up and there remains any liability or debt in excess of the realised property and assets of the Subsidiary then the liability or debt is to be met by each of the participants in the proportions set out in Schedule 4.

8. BOARD OF MANAGEMENT

The Board shall have the responsibility to manage the business and other affairs of the Subsidiary ensuring that the Subsidiary acts in accordance with this Charter.

8.1 Functions of the Board

The functions of the Board shall be:

- (a) the formulation of strategic plans and strategies aimed at improving the activities of the Subsidiary;
- (b) to provide professional input and policy direction to the Subsidiary;
- (c) to monitor, oversee and evaluate the performance of the CEO of the Subsidiary;
- (d) ensuring that ethical behaviour and integrity is established and maintained by the Subsidiary and its Board Members in all activities undertaken by the Subsidiary;
- (e) subject to clause 8.6(j), ensuring that the activities of the Subsidiary are undertaken in an open and transparent manner;
- (f) the review and amendment of the Business Plan to be considered in consultation with the participants;
- (g) exercising the care, diligence and skill required by the Act and the Regional Subsidiaries Regulations and in any event such that a prudent person of business would exercise in managing the affairs of other persons; and
- (h) To manage the Subsidiaries responsibilities of the RRC Waste Agreements.

8.2 Membership of the Board

- (a) Subject to subclause (b), the Board shall consist of one (1) natural person appointed by each participant who must be an employee of the participant.
- (b) Each participant shall appoint their Board member from time to time, as required, for a period not exceeding four (4) years, and give notice in writing to the CEO of the Subsidiary, of the person who is or will be its Board member.
- (c) Notwithstanding subclause (a), a participant may appoint its Board member for a lesser period by nominating the period in the written appointment provided to the CEO of the Subsidiary. In such circumstances, any continuation of appointment following the expiry of the initial period nominated shall be in writing addressed to the CEO of the Subsidiary.
- (d) Each Constituent Council will also appoint a natural person and employee of the participant as deputy Board Member. The deputy Board Member is entitled to act in place of a Board Member appointed by the same Participant if the Board Member is unable for any reason to be present at a Board meeting.
- (e) In the absence of the Board Member, a deputy Board Member will be deemed to be the Board Member and can exercise all rights, privileges and obligations of the Board Member during the absence of that Board Member.
- (f) A notice signed by the Chief Executive Officer of a Participant will be sufficient evidence of the appointment of a Board Member and deputy Board Member of the Board of Management.

8.3 Termination of Membership of the Board

The appointment of a Board member shall terminate upon any of the grounds set out below:

- (a) the participant which appointed him/her ceasing to be a participant;
 - (b) the appointing Participant providing written notice of termination to the Board Member and the Board
 - (c) ceasing to be employed by the participant which appointed him/her;
 - (d) the death of the Board member;
 - (e) completion of a term of office without re appointment;
 - (f) written resignation from the Board Member being served on the participant who appointed him / her;
 - (g) personal bankruptcy or application for the benefit of a law for the relief of insolvent debtors;
 - (h) the Board, by special resolution, resolves to terminate the appointment of that Board member for:
 - (i) any behaviour of the Board member which, in the opinion of the Board, amounts to impropriety;
 - (ii) serious neglect of duty in attending to his/her responsibilities as a Board member;
 - (iii) breach of fiduciary duties to the Subsidiary or the participant(s);
 - (iv) breach of the duty of confidentiality to the Subsidiary or the participant(s);
 - (v) any other behaviour which may discredit the Subsidiary or the participants.
 - (i) Notwithstanding any other clause of this Charter, a Board member may be removed from office as a Board member by special resolution of the Board prior to the expiration of a term of appointment.
 - (j) If any vacancy occurs in the membership of the Board it must be filled in the same manner as the original appointment under clause 8.2. The person appointed to the Board to fill a vacancy will be appointed for the balance of the term of the original appointment and at the expiry of that term, subject to satisfying the requirements of this Charter, shall be eligible for re-appointment.
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- 8.4 Chairperson of the Board**
- (a) The Chairperson of the Board shall be appointed by the Board from amongst its members and shall hold office for a term agreed by the Board, unless he/she resigns or is removed from office pursuant to a resolution of the Board or until he/she is no longer eligible to act as a Board member.
 - (b) There shall also be a Deputy Chairperson of the Board appointed by the Board from amongst its members who shall hold office for a term agreed by the Board

unless he/she resigns or is removed from office pursuant to a resolution of the Board or until he/she is no longer eligible to act as a Board member.

- (c) The Chairperson and Deputy Chairperson shall be eligible for re-appointment upon their term of office expiring.
- (d) If the Chairperson either resigns or is no longer eligible to act as a Board member prior to the expiry of his/her term as Chairperson, the Deputy Chairperson shall act in that office. In the event of the Deputy Chairperson refusing or being unable to act, the Board shall elect from amongst their own number a new Chairperson who shall hold office until the conclusion of the original term.

8.5 Powers of the Chairperson and the deputy Chairperson

- (a) The Chairperson shall preside at all meetings of the Board.
- (b) In the event that the Chairperson is absent from a meeting, the Deputy Chairperson shall preside at that meeting, and in the event that both the Chairperson and Deputy Chairperson are absent from the meeting, the Board shall appoint a member from amongst them who shall preside at that meeting or until the Chairperson or Deputy Chairperson is present.
- (c) If any circumstance arises on which this Charter is silent, incapable of taking effect or being implemented according to its strict provisions, the Chairperson may decide the action to be taken to ensure achievement of the objects of the Subsidiary and its effective administration.
- (d) The Chairperson shall report any such decision at the next ordinary meeting

8.6 Meetings of the Board

- (a) The Board may determine procedures in addition to but not inconsistent with those specified in this Charter to apply at or in relation to its meetings.
- (b) The Board shall meet:
 - (i) for ordinary meetings at such times and places as may be fixed by the Board from time to time provided that there will be not less than three ordinary meetings each financial year; and
 - (ii) for special meetings if demanded in writing by the Chairperson, the CEO of the Subsidiary or by the Board members appointed by any three (3) participants.
- (c) An ordinary meeting of the Board will constitute an ordinary meeting of the Subsidiary. The Board shall administer the business of an ordinary meeting.
- (d) For the purposes of this sub-clause, the contemporary linking together by telephone, audio-visual or other instantaneous means ("telecommunications meeting") of a number of the Board members, provided that at least a quorum is present, is deemed to constitute a meeting of the Board. Each of the Board members taking part in a telecommunications meeting must at all times during the telecommunications meeting be able to hear and be heard by each of the other Board members present. At the commencement of the meeting each Board member must announce his/her presence to all other Board members taking part in the meeting. A Board member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or

other communication equipment, unless that Board member has previously notified the Chairperson of the meeting.

- (e) A resolution may be passed without a meeting being held if all the Board Members entitled to vote on the resolution sign a document containing a statement that they are in favour of the resolution set out in the document.
- (f) Except as otherwise provided in this Charter, notice of ordinary meetings will be forwarded by the CEO of the Subsidiary to the Board members and the CEO's of the participants at least 7 days prior to the date of the meeting, either by post to the participant's address or by post to any other location, or via any other means of giving notice (eg. facsimile or email) as nominated by the Board member and the CEO of a participant in writing addressed to the CEO of the Subsidiary.
- (g) Notice of meetings will be sent by the CEO of the Subsidiary to the Board members and the CEOs of the participants at least seven (7) days prior to the date of the meeting in the manner provided for at clause 8.6(e). Notice of a meeting for the purpose of making a recommendation to wind up the Subsidiary shall be sent to the Board members and the CEOs of the participants at least eight (8) weeks before the date of the meeting in the manner provided for at clause 8.6(f).
- (h) A majority of the Board members present at a meeting of the Board may adjourn the meeting from time to time and from place to place.
- (i) Subject to clause 8.6(k), meetings of the Board will be conducted in a place open to the public where deemed appropriate by the Chairman or CEO of the Subsidiary.
- (j) All Board members must keep confidential all documents and any information provided to them on a confidential basis for their consideration prior to a meeting of the Board.
- (k) The Board may order that the public be excluded from attendance at any meeting in order to enable the Board to consider in confidence any information or matter listed in section 5.23(2) of the Act (after taking into account any relevant consideration under that subsection).

The exercise of this power does not exclude Board members and any other person permitted by the Board to remain in the room.

- (l) Where an order is made under clause 8.6(k), a note must be made in the minutes of the making of the order and of the grounds on which it was made.
- (m) Where the Board has considered any information or a matter in confidence under Clause 8.6(k) it may subsequently resolve to keep minutes and/or any other documents considered during that part of the meeting confidential.
- (n) The CEO of the Subsidiary must cause minutes to be kept of the proceedings at every meeting of the Board and ensure that the minutes are presented to the next ordinary meeting of the Board for confirmation and adoption.
- (o) Where the CEO of the Subsidiary is excluded from attendance at a meeting of the Board pursuant to clause 8.6(k), the person presiding at the meeting shall cause the minutes to be kept.

- (p) The Board may invite any person to attend at a meeting of the Board to act in an advisory capacity.

8.7 Quorum

The quorum for any meeting of the Board is a majority of the number of Board members in office, being a number ascertained by dividing the total number of Board members for the time being in office by two (2), ignoring any fraction, and adding one (1). No business will be transacted at a meeting of the Board unless a quorum is present.

8.8 Voting

- (a) Unless stipulated otherwise in this Charter, questions arising for decision at meetings of the Board will be decided by a simple majority of eligible votes on the basis of one (1) vote per Board member present at the meeting. The Chairperson shall not, in the event of equality of votes, have a second or casting vote. In the event of equality of votes the matter will lapse.
- (b) Subject to a conflict of interest, each Board member validly present at a meeting must vote on a question arising for a decision at the meeting. Failure by any Board member to vote will be deemed to be a negative vote in relation to the question for decision.

8.9 Standing Orders or Rules

- (a) Subject to this Charter, the Board may pass, alter or rescind standing orders, policies or rules for the due management and regulation of meetings of the Subsidiary.
- (b) Standing orders, policies or rules made pursuant to this clause 8.9 shall be entered in a record which will be kept for the information of the Board members and may be printed and/or circulated at the discretion of the Board.
- (c) The standing orders, policies and rules in existence shall remain in operation for a period of one (1) year, at which time they shall be reviewed by the Board and confirmed, varied or discontinued by resolution of the Board.

8.10 Common Seal

- (a) Pursuant to section 3.69(3) of the Act the Subsidiary shall have a common seal upon which its corporate name shall appear in legible characters.
- (b) The common seal shall not be used without the express authorisation of a resolution of the Board and every use of the common seal shall be recorded in the minute book of the Subsidiary.
- (c) The affixing of the common seal shall be witnessed by the Chairperson or the Deputy Chairperson and the CEO of the Subsidiary or such other person as the Board may appoint for the purpose.
- (d) The common seal shall be kept in the custody of the CEO of the Subsidiary or such other person as the Board may from time to time decide.

8.11 Committees

- (a) The Board may establish a committee of Board members for the purposes of:

- (i) enquiring into and reporting to the Board on any matter within the Subsidiary's functions and powers and as detailed in the terms of reference given by the Board to the committee;
- (ii) exercising, performing or discharging delegated powers, functions or duties.
- (b) A member of a committee established under clause 8.11(a) of this Charter holds office at the pleasure of the Board.
- (c) The Board may otherwise establish advisory committees consisting of or including persons who are not Board members for enquiring into and reporting to the Board on any matter within the Subsidiary's functions and powers and as detailed in the terms of reference.
- (d) The Chairperson of the Board is an ex-officio member of any committee or advisory committee established by the Board.

8.12 Fees and Allowances

The Board shall determine annually the fees, annual allowances or reimbursements, if any, for expenses payable to Board Members.

9. EMPLOYEES OF THE SUBSIDIARY

- 9.1 The Board must appoint a CEO of the Subsidiary to manage the business of the Subsidiary on terms agreed between the CEO and the Board. The CEO of the Subsidiary may be a natural person or a body corporate approved by the Board.
- 9.2 The CEO of the Subsidiary shall cause records to be kept of the business and financial affairs of the Subsidiary in accordance with this Charter, in addition to other duties provided for by this Charter and those specified in the terms and conditions of appointment.
- 9.3 In the absence of the CEO of the Subsidiary for any period exceeding six weeks a suitable person to act in the position of CEO of the Subsidiary must be appointed by the Board.
- 9.4 The Board shall delegate responsibility for the day to day management of the Subsidiary to the CEO of the Subsidiary, who will ensure that sound business and human resource management practices are applied in the efficient and effective management of the operations of the Subsidiary.
- 9.5 The functions of the CEO of the Subsidiary shall be specified in the terms and conditions of appointment and shall include but are not limited to:
 - (a) appointing, managing, suspending and dismissing employees of the Subsidiary;
 - (b) determining the conditions of employment of employees of the Subsidiary within the budgetary constraints set by the Board;
 - (c) attending at all meetings of the Board unless excluded by resolution of the Board;
 - (d) ensuring that the decisions of the Board are implemented in a timely and efficient manner;

- (e) providing information to assist the Board to assess the Subsidiary's performance against its Strategic and Business Plans;
- (f) providing advice and reports to the Board on the exercise and performance of its powers and functions under the Act, the Regional Subsidiaries Regulations and this Charter;
- (g) ensuring that the Subsidiary is at all times complying with the Act, the Regional Subsidiaries Regulations and this Charter;
- (h) ensuring that the Subsidiary's annual report prepared in accordance with section 5.53 of the Act as modified by regulation 18 of the Regional Subsidiaries Regulations is distributed to the participants in time to be incorporated in their annual reports;
- (i) co-ordinating and initiating proposals for consideration of the Board including but not limited to continuing improvement of the operations of the Subsidiary;
- (j) ensuring that the assets and resources of the Subsidiary are properly managed and maintained;
- (k) exercising, performing or discharging other powers, functions or duties conferred on the CEO of the Subsidiary by or under the Act or any other legislation, and performing other functions lawfully directed by the Board; and
- (l) inviting any person to attend at a meeting to act in an advisory capacity.

9.6 The CEO of the Subsidiary shall provide a report on his/her activities to the Board at every ordinary meeting.

10. MANAGEMENT OF THE SUBSIDIARY

10.1 Financial Management

- (a) The Subsidiary shall keep proper books of account which must be available for inspection by any Board member or authorised representative of any participant at any reasonable time on request.
- (b) The Subsidiary must establish and maintain a bank account at a bank and with such bank facilities to be determined by the Board.
- (c) The Subsidiary shall appoint, the CEO of the Subsidiary, the Chairperson and Deputy Chairperson as authorised operators of the bank accounts. A minimum of two authorised operators must be required to deal with the bank account at any one time.
- (d) All cheques must be signed by two of the persons appointed under or listed at clause 10.1(c).
- (e) Any payments made by electronic funds transfer must be made in accordance with procedures which have received the prior approval of the Board.

10.2 Reporting

- (a) The CEO of the Subsidiary shall ensure that the CEO and the Board member of each participant receive, within 14 days of a Board meeting, a copy of the minutes from that Board meeting for distribution to the elected members of the participants.
- (b) The CEO of the Subsidiary must act prudently in the handling of all financial transactions for the Subsidiary and must provide quarterly financial and corporate reports to the Board and, if requested, the Participants.
- (c) The Board must submit their annual report, annual budget and auditor's report to the participants upon completion of those reports.

10.3 Business Plan

The Board shall:

- (a) compare the Business Plan against performance targets at least twice every financial year;
- (b) review the contents of the Business Plan annually; and
- (c) undertake reasonable consultation with the participants prior to adopting or amending the Business Plan.

10.4 Annual Report

The Subsidiary shall prepare an annual report for each financial year in accordance with the provisions of section 5.53 of the Act as those provisions are modified by regulation 18 of the Regional Subsidiaries Regulations.

10.5 Annual Budget

The Subsidiary shall prepare an annual budget in accordance with the provisions of section 6.2 of the Act as those provisions are modified by regulation 18 of the Regional Subsidiaries Regulations.

10.6 Audit

The audit functions of the Subsidiary may be undertaken by a subcommittee which may include Finance Manager representatives from the participants.

11. DISPUTE RESOLUTION

11.1 Negotiation

- (a) The procedure in Clause 11 must be applied to any dispute that arises between the Subsidiary and a participant or participants concerning the affairs of the Subsidiary, or between participants concerning the affairs of the Subsidiary, including a dispute as to the meaning or effect of this Charter.
- (b) In the event of a dispute between the parties (**Dispute**) one party may deliver a written notice to the other party that identifies the Dispute (**Notice of Dispute**).

- (c) The party that delivers the Notice of Dispute should also provide enough information about the Dispute for the other parties to reasonably understand the:
 - (i) alleged facts on which the claim is based
 - (ii) legal basis on which the claim is made; and
 - (iii) relief that is claimed.
- (d) Within 10 Business Days of a Notice of Dispute being delivered, the receiving parties must deliver a written response to the other parties stating:
 - (i) its position in relation to the Dispute; and
 - (ii) the basis for its position.
- (e) Within ten Business Days of receipt of the response referred to in clause 11.1 (c), the parties agree to attempt in good faith to resolve through negotiation any Dispute arising under or in relation to this Charter.

11.2 Mediation

- (a) If the parties fail to resolve the Dispute within the 10 Business Days under clause 11.1(d), any of the parties may refer the Dispute to mediation by notice in writing to the other parties.
- (b) Within 10 Business Days of a party referring the Dispute to mediation, the parties will attempt in good faith to agree the appointment of a mediator for the purposes of mediation.
- (c) In the event the parties are unable to agree the appointment of a mediator then the Chairperson of the Resolution Institute in Western Australia shall appoint a mediator for the purposes of mediation.
- (d) Once a Mediator has been appointed then the parties must within 10 Business Days of the mediator being appointed agree a mutually convenient date, time and place for the mediation to take place.

11.3 Terms of Mediation

The mediation must be conducted on the following terms:

- (a) the reference to the mediator is made in accordance with, and subject to, the Resolution Institute Mediation Rules;
- (b) the mediator will assist the parties to explore the options for and, if possible, achieve expeditious resolution of the dispute by agreement;
- (c) the mediator will not make decisions for a party or impose a solution on the parties;
- (d) the mediator will not obtain from any independent person advice or an opinion as to any aspect of the Dispute unless:
 - (i) the mediator is requested in writing by all parties to do so;

- (ii) all parties have agreed upon the identity of the independent person to give such advice or opinion; and
 - (iii) all parties have agreed on who will be responsible to pay for the costs or fees in relation to the advice provided by the independent person;
- (e) all parties will co-operate in good faith with the mediator and each other during the mediation;
- (f) each party will use its reasonable endeavours to comply with reasonable requests made by the mediator to promote the efficient and expeditious resolution of the Dispute;
- (g) the mediation, including all preliminary steps, shall be conducted in such manner as the mediator considers appropriate having regard to the nature and circumstances of the Dispute, the agreed goal of an efficient and expeditious resolution to the Dispute and, to the extent that the mediator may deem appropriate, to the view of each party as to the conduct of the mediation;
- (h) the proceedings, discussions and all documents created during the course of the mediation and all things said or disclosed during the course of the mediation shall be privileged and shall be for the purposes of any future matters or actions between the parties be without prejudice save to the extent that the parties shall reach an enforceable agreement;
- (i) if, after consultation with the parties, the mediator forms the view that the mediator will be unable to assist the parties to achieve resolution of a Dispute, the mediator may immediately terminate its engagement as mediator by giving written notice to the parties of that termination, upon which, the mediator's role shall cease;
- (j) the mediation shall be terminated immediately upon the earlier of:
 - (i) execution of a settlement agreement in respect of the Dispute; and
 - (ii) withdrawal of the Dispute;
- (k) the costs of the mediation shall be paid equally by each participant.

11.4 Arbitration

- (a) If the Dispute has not been resolved by mediation under clause 11.2 and 11.3, then the Dispute may be submitted by any party to the arbitration of a single arbitrator in accordance with, and subject to, Resolution Institute Arbitration Rules. Unless the parties agree on the appointment of an arbitrator, any party may request a nomination from the Chair of the time being of the Resolution Institute Western Australia Division.
- (b) The arbitrator's award shall be final and binding on the parties.
- (c) The costs of the submission, reference or award are in the discretion of the arbitrator.
- (d) Nothing in this Charter shall prevent a party from obtaining any urgent injunctive, declaratory or other interlocutory relief from a court which may be required in respect of a Dispute under clause 11 or any matter under this Charter.

SCHEDULE 1**RRC WASTE AGREEMENTS**

Doc	Description	Date
1	Participant's Agreement between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale and City of Canning	Dated 15 October 2015
2	Agreement for Processing of Waste for Resource Recovery between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning and Kwinana WTE Project Co Pty Ltd	Dated 4 November 2015
3	Deed of Variation to Waste Supply Agreement between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning and Kwinana WTE Project Co Pty Ltd	Dated 7 June 2017
4	Supplemental Deed between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, City of Canning and Kwinana WTE Project Co Pty Ltd	Dated 16 July 2018
5	Exercise of Rights letter by the RRC	Dated 23 April 2018
6	Exercise of Rights Letter by the RRC	Dated 21 September 2018
7	Exercise of Rights Letter by the RRC	Dated 15 October 2018
8	Financier Direct Deed between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning, Kwinana WTE Project Co Pty Ltd and BTA Institutional Services Australia Limited	Dated 16 October 2018
9	Participants Agreement Deed of Variation between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning, Kwinana WTE Project Co Pty Ltd	Dated 14 September 2018

SCHEDULE 2**CALCULATION OF CONTRIBUTIONS****2.1 Contributions towards a Budget Deficiency**

Each participant must pay a contribution towards the Budget Deficiency calculated as follows:

$$\text{participant's contribution} = \text{BD} \times \frac{\text{TP}}{\text{TTP}}$$

Where:

- (a) BD is the Budget Deficiency;
- (b) TP is the number of tonnes of the participant's Waste in the previous year;
- (c) TTP is the number of tonnes of all of the participants' Waste in the previous year;
- (d) "previous year" means the financial year preceding the financial year in which the Budget Deficiency is to occur; and
- (e) "participants Waste" means the wastes to be delivered to the Resource Recovery Facility in accordance with the Agreement for Processing of Waste for Resource Recovery referred to in item 2 of Schedule 1 and the Participants Agreement referred to in item 1 of Schedule 1.

2.2 Contributions towards a Deficit

Each participant must pay a contribution towards the Deficit calculated as follows:

$$\text{participant's contribution} = \text{D} \times \frac{\text{TP}}{\text{TTP}}$$

Where:

- (a) D is the Deficit;
- (b) TP is the number of tonnes of the participant's Waste in the relevant year;
- (c) TTP is the number of tonnes of all of the participants' Waste in the relevant year;
- (d) "relevant year" means the financial year in which the Deficit occurs; and
- (e) "participants Waste" means the wastes to be delivered to the Resource Recovery Facility in accordance with the Agreement for Processing of Waste for Resource Recovery referred to in item 2 of Schedule 1 and the Participants Agreement referred to in item 1 of Schedule 1.

2.3 Contributions towards an Anticipated Exceptional Deficit

Each Participant must pay a contribution towards the Anticipated Exceptional Deficit as follows:

$$\text{participant's contribution} = \text{AED} \times \frac{\text{PT}}{\text{PTT}}$$

Where:

- (a) AED is the Anticipated Exceptional Deficit;
- (b) PT is the number of tonnes of the participant's Waste in the previous year;
- (c) PTT is the number of tonnes of all of the participants' Waste in the previous year;
- (d) "previous year" means the financial year preceding the financial year in which the Anticipated Exceptional Deficit is determined; and
- (e) "participants Waste" means the wastes to be delivered to the Resource Recovery Facility in accordance with the Agreement for Processing of Waste for Resource Recovery referred to in item 2 of Schedule 1 and the Participants Agreement referred to in item 1 of Schedule 1.

SCHEDULE 3
CALCULATION OF PROPORTIONS IN WHICH PARTICIPANTS ARE TO
RECEIVE A PAID SURPLUS

3.1 Calculation of proportions

Each participant is to receive a proportion of the Paid Surplus calculated as follows:

$$\text{participant's proportion} = \text{PS} \times \frac{\text{TP}}{\text{TTP}}$$

Where:

- (a) PS is the Paid Surplus;
- (b) TP is the number of tonnes of the participant's Waste in the relevant year;
- (c) TTP is the number of tonnes of all of the participants' Waste in the relevant year;
- (d) "relevant year" means the financial year in which the Surplus occurs; and
- (e) "participants Waste" means the wastes actually delivered to the Resource Recovery Facility in accordance with the Agreement for Processing of Waste for Resource Recovery.

SCHEDULE 4

PROPORTIONS OF PARTICIPANTS FOR THE PURPOSE OF WINDING UP

- 4.1** For the purpose of clauses 7.2(a)(ii) and 7.3, the proportion of each participant is the proportion that the number of tonnes of the participant's Waste for the previous five (5) financial years (including RRC member tonnes as defined in the Establishment agreement if required) bear to the number of tonnes of all of the participants' Waste for the same period.

"participants Waste" means the wastes actually delivered to the Resource Recovery Facility in accordance with the Agreement for Processing of Waste for Resource Recovery.

DEED OF DISSOLUTION OF THE RIVERS REGIONAL COUNCIL

**CITY OF ARMADALE, CITY OF GOSNELLS, CITY OF SOUTH PERTH, CITY OF
MANDURAH, SHIRE OF MURRAY, SHIRE OF SERPENTINE - JARRAHDALE**

-and-

**RIVERS REGIONAL COUNCIL
ABN 80 479 097 483**

THIS DEED is made the _____ day of _____ 2019

BETWEEN:

CITY OF ARMADALE of 7 Orchard Avenue, Armadale, Western Australia

and

CITY OF GOSNELLS of 2120 Albany Highway, Gosnells, Western Australia

and

CITY OF SOUTH PERTH of corner Sandgate Street and South Terrace, South Perth,
Western Australia

and

CITY OF MANDURAH of 3 Peel Street, Mandurah, Western Australia

and

SHIRE OF MURRAY of 1915 Pinjarra Road, Pinjarra, Western Australia

and

SHIRE OF SERPENTINE-JARRAHDALE of 6 Paterson Street, Mundijong, Western Australia

and

RIVERS REGIONAL COUNCIL (ABN 80 479 097 483) of 155 Jull Street, Armadale,
Western Australia.

RECITALS

- (A) The Minister approved the First Establishment Agreement, and, in the Government Gazette dated 3 July 2001, the Minister declared the establishment of the South East Metropolitan Regional Council pursuant to section 3.61 of the Act.
- (B) By the Second Establishment Agreement, City of Armadale, City of Gosnells and City of South Perth agreed to amend the First Establishment Agreement by revoking it and substituting it with the Second Establishment Agreement. The Minister approved the Second Establishment Agreement. Under the Second Establishment Agreement the name continued as the South East Metropolitan Regional Council.
- (C) By the Third Establishment Agreement, City of Armadale, City of Gosnells and City of South Perth agreed to amend the Second Establishment Agreement by revoking it and substituting it with the Third Establishment Agreement. The Minister approved the Third Establishment Agreement. Under the Third Establishment Agreement the name was changed to the Rivers Regional Council.
- (D) By the First Deed of Amendment:
 - (a) City of Armadale, City of Gosnells and City of South Perth agreed to amend the Third Establishment Agreement to include City of

Mandurah, Shire of Murray and Shire of Serpentine-Jarrahdale as "Participants"; and

- (b) City of Mandurah, Shire of Murray and Shire of Serpentine-Jarrahdale agreed to be bound by the Third Establishment Agreement as 'Participants'.

The Minister approved the First Deed of Amendment.

- (E) By the Second Deed of Amendment:

- (a) City of Armadale, City of Gosnells, City of South Perth, City of Mandurah, Shire of Murray and Shire of Serpentine-Jarrahdale agreed to amend the Third Establishment Agreement to include Shire of Waroona as one of the Participants; and
- (b) Shire of Waroona agreed to be bound by the Third Establishment Agreement as one of the Participants.

The Minister approved the Second Deed of Amendment.

- (F) By the Third Deed of Amendment, the Participants and the Shire of Waroona agreed to amend the Third Establishment Agreement by deleting clause 6.1(2) and inserting a new clause 6.8.

The Minister approved the Third Deed of Amendment.

- (G) By the Fourth Deed of Amendment the Participants and the Shire of Waroona agreed to amend the Third Establishment Agreement to provide for the withdrawal of the Shire of Waroona as Participant.

The Minister approved the Fourth Deed of Amendment.

- (H) The RRC has transferred all of its assets, liabilities, rights, obligations and functions to the Subsidiary as set out in this Deed.
- (I) This Deed is now made pursuant to section 3.63 of the *Local Government Act 1995* (WA) to set out the terms under which the RRC shall be dissolved; and
- (J) The Participants and the RRC have resolved on the dates referred to in Schedule 1 to enter into this Deed.

OPERATIVE PART

1. DEFINITIONS

In this Deed, unless the context requires otherwise:

Act means the *Local Government Act 1995* (WA);

Deed means this deed as amended varied or supplemented from time to time;

Establishment Agreement means the Third Establishment Agreement as amended by the First Deed of Amendment, Second Deed of Amendment, Third Deed of Amendment and Fourth Deed of Amendment.

Minister means the Minister for the time being responsible for the administration of the Act);

Operative Date means the date which is # days after the latest of:

- (a) the Parties execution of the Deed of Asset Transfer, a copy of which is annexed to this Deed and marked "A" or
- (b) the Parties execution of the Deed of Novation, a copy of which is annexed to this Deed and marked "B" .;

Participants means the City of Armadale, City of Gosnells, City of South Perth, City of Mandurah, Shire of Murray and Shire of Serpentine -Jarrahdale and "**Participant**" is a reference to any one of them;

Parties means the parties to this Deed and party means any one or more of them according to context;

RRC means the Rivers Regional Council;

RRC Waste Agreements means the agreements and documents referred to in Schedule 2; and

Subsidiary means the Rivers Regional Subsidiary, a body corporate that has been established by the Participants and the City of Canning under section 3.69 of the Act to take over the functions of the RRC.

2. CONDITIONS

This Deed is subject to and conditional upon the approval of the Minister under section 3.63 of the Act.

3. DISSOLUTION

In accordance with clause 10.1 of the establishment Agreement the Parties hereby agree that the RRC shall be dissolved on the Operative Date.

4. ASSETS AND LIABILITIES

- (a) By a Deed of Novation dated the RRC novated all of its right, title, interest, liabilities and obligations in the RRC Waste Agreements to the Subsidiary;
- (b) By a Deed of Transfer dated the RRC transferred all of its right title and interest in all of its assets, books of account, financial records and statements and all other property owned by it, free of all encumbrances, to the Subsidiary and
- (c) Each Party has on the Dates of Resolution shown in Schedule 1 agreed to enter into this Deed..

5. PROPER LAW

This Deed is governed by, and to be interpreted in accordance with, the laws of Western Australia and where applicable the laws of the Commonwealth of Australia.

6. SEVERANCE

If any part of this Deed is, or becomes void or unenforceable, that part is or will be, severed from this Deed to the intent that all parts that are not, or do not become, void or unenforceable remain in full force and effect and are unaffected by that severance.

7. WAIVERS

- (a) Failure to exercise or delay in exercising any right, power or privilege in this Deed by a Party does not operate as a waiver of that right, power or privilege.
- (b) A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege, or the exercise of any other right, power or privilege.

8. FURTHER ASSURANCES

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the provisions and purpose of this Deed.

9. ENTIRE AGREEMENT

This Deed constitutes the entire agreement between the Parties and contains all of the representations, warranties, covenants and agreements of the parties in relation to the subject matter of this Deed.

Schedule 1
Resolution dates

Party	Date of Resolution to enter into this Deed
City of Armadale	
City of Gosnells	
City of South Perth	
City of Mandurah	
Shire of Murray	
Shire of Serpentine- Jarrahdale	

SCHEDULE 2**RRC Waste Agreements**

Doc	Description	Date
1	Participant's Agreement between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale and City of Canning	Date 15 October 2015
2	Agreement for Processing of Waste for Resource Recovery between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning and Kwinana WTE	Dated 4 Nov 2015
3	Deed of Variation to Waste Supply Agreement between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning and Kwinana WTE	Dated 7 June 2017
4	Supplemental Deed between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, , City of Canning and Kwinana WTE (Drafter?)	Dated 16 July 2018
5	Exercise of Rights Letter by the RRC	Dated 23 April 2018
6	Exercise of Rights Letter by the RRC	Dated 21 September 2018
7	Exercise of Rights Letter by the RRC	Dated 15 Oct 2018
8	Financier Direct Deed between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning, Kwinana WTE and BTA Institutional Services Australia Limited	Dated 16 Oct 2018

EXECUTED as a DEED

THE COMMON SEAL of the **CITY OF**)
ARMADALE was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
GOSNELLS was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
SOUTH PERTH was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
MANDURAH was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **SHIRE OF**)
MURRAY was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **SHIRE OF**)
SERPENTINE-JARRAHDALE was)
affixed pursuant to a resolution of the)
Council in the presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of RIVERS)
REGIONAL COUNCIL)
(ABN 80 479 097 483) was affixed)
in the presence of:)

Chairperson

Chief Executive Officer

Approved by the Minister for Local Government

David Templeman MLA

Date

DEED OF ASSET TRANSFER

**RIVERS REGIONAL COUNCIL
(ABN 80 479 097 483)**

- and -

RIVERS REGIONAL SUBSIDIARY

- and -

**CITY OF ARMADALE, CITY OF GOSNELLS, CITY OF SOUTH PERTH, CITY OF
MANDURAH, SHIRE OF MURRAY, SHIRE OF SERPENTINE – JARRAHDALE,**

THIS DEED is made day of 2019

BETWEEN

RIVERS REGIONAL COUNCIL of 13 Third Road, Armadale, Western Australia

and

RIVERS REGIONAL SUBSIDIARY of 13 Third Road, Armadale, Western Australia

and

CITY OF ARMADALE of 7 Orchard Avenue, Armadale, Western Australia;

and

CITY OF GOSNELLS of 2120 Albany Highway, Gosnells, Western Australia;

and

CITY OF SOUTH PERTH of Cnr Sandgate Street and South Terrace, South Perth, Western Australia;

and

CITY OF MANDURAH of 3 Peel Street, Mandurah, Western Australia;

and

SHIRE OF MURRAY of 1915 Pinjarra road, Pinjarra, Western Australia;

and

SHIRE OF SERPENTINE – JARRAHDALE of 6 Paterson Street, Mundijong, Western Australia;

RECITALS:

- A.** The RRC intends to hand over all of its assets, liabilities, rights, obligations and functions to the Subsidiary and there upon wind itself up.
- B.** The Subsidiary is a body corporate that has been established by the Participants and the City of Canning under section 3.69 of the *Local Government Act 1995 (WA)* (Act) to take over the functions of the RRC.
- D.** To enable the Subsidiary to take over these functions the RRC will transfer all of its Assets to the Subsidiary on and from the Transfer Date.

THE PARTIES COVENANT AND AGREE:

1. DEFINITIONS

Unless otherwise required by the context or subject matter:

"Assets" means all of the assets of the RRC including but not limited to the assets contained in the Schedule

"Deed" means this deed as varied, modified or supplemented from time to time;

“Participants” means the City of Armadale, City of Gosnells, City of South Perth, City of Mandurah, Shire of Murray and Shire of Serpentine -Jarrahdale and “**Participant**” is a reference to any one of them;

"Parties" means the parties to this Deed and Party means any one or more of them according to context;

"RRC" means the Rivers Regional Council

"Schedule" means the schedule to this Deed;

"Subsidiary" means the Rivers Regional Subsidiary, a body corporate that has been established by the Participants and the City of Canning under section 3.69 of the Act to take over the functions of the RRC; and

"Transfer Date means....."

2. TRANSFER

In consideration of the Subsidiary agreeing to take over the functions, obligations and liabilities of the RRC, on and from the Transfer Date, the RRC, as beneficial owner, hereby transfers to the Subsidiary absolutely all of the RRC's right, title and interest in all of the Assets free of all encumbrances on the Transfer Date and on the terms and conditions of this Deed.

3. COSTS AND EXPENSES

The Parties shall each pay their own costs and expenses in relation to the instructions for, preparation and execution of this Deed, except that the Subsidiary agrees to pay any duty assessed on this Deed (if any).

4. SUBSIDIARY'S COVENANTS WITH THE RRC

The Subsidiary covenants with the RRC:

- (a) to assume all liability for any costs, claims and expenses, debts or liabilities incurred or accrued by the RRC (whether actual or contingent) arising out of or in connection with their ownership of the Assets up to and including the Transfer Date; and
- (b) to indemnify and keep indemnified the RRC against all proceedings, costs, claims and expenses arising out of or in connection with their ownership of the Assets occurring on or after the Transfer Date.

5. PROPER LAW

This Deed is governed by, and to be interpreted in accordance with, the laws of Western Australia and where applicable the laws of the Commonwealth of Australia.

6. SEVERANCE

If any part of this Deed is, or becomes void or unenforceable, that part is or will be, severed from this Deed to the intent that all parts that are not, or do not become, void or unenforceable remain in full force and effect and are unaffected by that severance.

7. FURTHER ASSURANCES

Each Party must execute and do all acts and things necessary or desirable to implement and give full effect to the provisions and purpose of this Deed.

8. MISCELLANEOUS

In this Deed:

- (a) a reference to a person includes that person's executors, administrators, successors and assigns;
- (b) a covenant, agreement, representation or warranty in favour of 2 or more persons is for the benefit of them jointly and severally;
- (c) an agreement, representation or warranty given or made by 2 or more persons shall bind them jointly and severally.

SCHEDULE**Assets of the RRC**

[illegible]

EXECUTED BY THE PARTIES AS A DEED

THE COMMON SEAL of RIVERS)
REGIONAL COUNCIL)
(ABN 80 479 097 483) was affixed)
in the presence of:)

Chairperson

Chief Executive Officer

THE COMMON SEAL of RIVERS)
REGIONAL SUBSIDIARY)
was affixed in the presence of:)

Chairperson

Chief Executive Officer

THE COMMON SEAL of the CITY OF)
ARMADALE was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the CITY OF)
GOSNELLS was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
SOUTH PERTH was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
MANDURAH was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **SHIRE OF**)
MURRAY was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Shire President

Chief Executive Officer

THE COMMON SEAL of the **SHIRE OF**)
SERPENTINE-JARRAHDALE was)
affixed pursuant to a resolution of the)
Council in the presence of:)

Shire President

Chief Executive Officer

DEED OF NOVATION

**RIVERS REGIONAL COUNCIL
(ABN 80 479 097 483)**

- and -

RIVERS REGIONAL SUBSIDIARY

- and -

**CITY OF ARMADALE, CITY OF GOSNELLS, CITY OF SOUTH PERTH, CITY OF
MANDURAH, SHIRE OF MURRAY, SHIRE OF SERPENTINE – JARRAHDALE,
CITY OF CANNING**

- and -

**KWINANA WTE PROJECT CO PTY LTD
(ACN 165 661 263) in its capacity as trustee of the Kwinana WTE Project Trust
(ABN 50 113 636 774)**

- and -

**BTA INSTITUTIONAL SERVICES AUSTRALIA LIMITED
(ABN 002 916 396)**

THIS DEED is made day of 2019

BETWEEN

RIVERS REGIONAL COUNCIL (ABN 80 479 097 483) of 13 Third Road, Armadale, Western Australia

and

RIVERS REGIONAL SUBSIDIARY of 13 Third Road, Armadale, Western Australia

and

CITY OF ARMADALE of 7 Orchard Avenue, Armadale, Western Australia;

and

CITY OF GOSNELLS of 2120 Albany Highway, Gosnells, Western Australia;

and

CITY OF SOUTH PERTH of Cnr Sandgate Street and South Terrace, South Perth, Western Australia;

and

CITY OF MANDURAH of 3 Peel Street, Mandurah, Western Australia;

and

SHIRE OF MURRAY of 1915 Pinjarra road, Pinjarra, Western Australia;

and

SHIRE OF SERPENTINE – JARRAHDAL of 6 Paterson Street, Mundijong, Western Australia;

and

CITY OF CANNING of 1317 Albany Highway, Cannington, Western Australia

and

KWINANA WTE PROJECT CO PTY LTD (ACN 165 661 263) in its capacity as trustee of the Kwinana WTE Project Trust (ABN 50 113 636 774) of Lot 9501 Leath Road, Kwinana, Western Australia

and

BT A INSTITUTIONAL SERVICES AUSTRALIA LIMITED (ACN 002 916 396) of Level 2, 1 Bligh Street Sydney, New South Wales

RECITALS:

- A.** The RRC, the Local Governments, Kwinana WTE and BTA are parties to some, or all, of the RRC Waste Agreements.
- B.** The RRC intends to hand over all of its functions to the Subsidiary.
- C.** The Subsidiary is a body corporate that has been established by the Local Governments under section 3.69 of the *Local Government Act 1995 (WA)* (Act) to take over the functions of the RRC.

- D. To enable the Subsidiary to take over these functions the RRC will novate and the Subsidiary has agreed to take a novation of the RRC Waste Agreements on and from the Novation Date.
- E. The Local Governments, Kwinana WTE and BTA consent to the novation of the RRC Waste Agreements from the RRC to the Subsidiary.

THE PARTIES COVENANT AND AGREE:

1. DEFINITIONS

Unless otherwise required by the context or subject matter:

"BTA" means BTA Institutional Services Australia Limited;

"Deed" means this deed as varied, modified or supplemented from time to time;

"Deed of Asset Transfer" means a deed of that name between the RRC, the Subsidiary and the Local Governments;

"Kwinana WTE" means Kwinana WTE Project Co Pty Ltd in its capacity as trustee of the Kwinana WTE Project Trust (ABN 50 113 636 774);

"Local Governments" means the City of Armadale, City of Gosnells, City of Mandurah, City of South Perth and City of Canning, the Shire of Murray and the Shire of Serpentine-Jarrahdale;

"Minister" means the Minister for the time being responsible for the administration of the *Local Government Act 1995 (WA)*;

"Novation Date" means the;

"Parties" means the parties to this Deed and Party means any one or more of them according to context;

"RRC" means the Rivers Regional Council;

"RRC's Covenants" means the covenants, agreements, warranties and obligations contained or implied in the RRC Waste Agreements or imposed by law in each case to be observed and performed (or warranted) as the case may be by the RRC;

"RRC Rights" means the estate, rights and interests of the RRC set out in the RRC Waste Agreements;

"RRC Waste Agreements" means those agreements and documents referred to in Schedule 1;

"Schedule" means a schedule to this Deed; "Specified Encumbrances" means the encumbrances listed in Schedule 2

"Subsidiary" means the Rivers Regional Subsidiary, a body corporate that has been established by the Local Governments under section 3.69 of the Act to take over the functions of the RRC.

2. OPERATIVE PART

- (a) Subject to clause 2(b), in consideration of the Subsidiary agreeing to observe, , perform and be bound by the RRC's Covenants on and from the Novation Date, the RRC as beneficial owner novates to the Subsidiary absolutely all of the

RRC's right, title and interest in the RRC Waste Agreements on and from the Novation Date and on the terms and conditions of this Deed.

- (b) This Deed does not commence until:
- (i) each Party to this Deed has duly executed this Deed;
 - (ii) each party to the Deed of Asset Transfer has duly executed the Deed of Asset Transfer;
 - (iii) the Minister has consented to the establishment of the Subsidiary for the purposes as are set out in the Charter of the Subsidiary and evidence of such consent in form and substance satisfactory to Kwinana WTE and BTA (each acting reasonably) has been provided to Kwinana WTE and BTA; and
 - (iv) each of the Local Governments has duly passed resolutions to enter into this Deed and the Deed of Asset Transfer and certified copies of those resolutions have been provided to Kwinana WTE and BTA.

3. RRCS' COVENANTS WITH THE SUBSIDIARY

RRC covenants with the Subsidiary that:

- (a) the RRC Waste Agreements are valid and subsisting and enforceable in accordance with their terms, and sets out all of the RRC's Rights in relation to the subject matter of the RRC Waste Agreements;
- (b) the RRC's Rights do not infringe the rights of any third party;
- (c) the RRC has full power to novate its right, title and interest in the RRC Waste Agreements to the Subsidiary except for the Specified Encumbrances;
- (d) the novation contemplated by this Deed shall be taken by the Subsidiary free and clear of any mortgage, pledges, liens, charges or other encumbrances or claims or interests of any other person;
- (e) the RRC shall on the Novation Date or as soon as practicable thereafter deliver to the Subsidiary copies of all contracts, invoices and other records, papers, books and documents of the RRC relating to the RRC Waste Agreements; and
- (f) the RRC shall do all acts and things as may be reasonably required by the Subsidiary to give effect to the novation contemplated by this Deed.

4. THE SUBSIDIARY'S COVENANTS WITH THE RRC

The Subsidiary covenants with the RRC and as a separate covenant with the Local Governments, Kwinana WTE and BTA:

- (a) to pay all money payable by the Subsidiary under this Deed (if any);
- (b) to observe, perform and be bound by the RRC's Covenants on and from the Novation Date;
- (c) to assume all liability for any costs, claims and expenses, debts or liabilities incurred or accrued by the RRC (whether actual or contingent) arising out of or in connection with the performance and execution of the RRC Waste

Agreements up to and including the Novation Date, including any costs, claims and expenses, debts or liabilities owed or accruing to any of the Local Governments and / or Kwinana WTE and / or BTA; and

- (d) to indemnify and keep indemnified the RRC against all proceedings, costs, claims and expenses resulting from any failure to observe, perform and be bound by the RRCs' Covenants occurring on or after the Novation Date, or arising from the RRC's failure to promptly pay, discharge or satisfy the expenses, debts or liabilities referred to in paragraph (c) of this clause.

5. CONSENT TO NOVATION

The Local Governments, Kwinana WTE and BTA hereby consent to the novation of each of the RRC Waste Agreements to which they are a party as contemplated by this Deed.

6. MUTUAL RELEASE

6.1 The RRC covenants and agrees that on and from the Novation Date, the RRC:

- (a) releases and discharges the Local Governments Kwinana WTE and BTA from and against all liability whatsoever now existing or which might but for this Deed arise, relating to, arising out of, in connection with or incidental to the matters the subject of the RRC Waste Agreements; and
- (b) will not at any time commence or continue any action, suit or proceeding, or make any claim or demand of any nature against the Local Governments Kwinana WTE or BTA relating to, arising out of, in connection with or incidental to the matters the subject of the RRC Waste Agreements;

and the RRC covenants and agrees that this Deed may be pleaded in bar to any action, suit or proceeding mentioned in paragraph (b) of this sub-clause.

6.2 The Local Governments, Kwinana WTE and BTA covenant and agree that on and from the Novation Date, they will:

- (a) release and discharge the RRC from and against all liability whatsoever now existing or which might but for this Deed arise, relating to, arising out of, in connection with or incidental to the matters the subject of the RRC Waste Agreements; and
- (b) will not at any time commence or continue any action, suit or proceeding, or make any claim or demand of any nature against the RRC relating to, arising out of, in connection with or incidental to the matters the subject of the RRC Waste Agreements;

and the Local Governments, Kwinana WTE and BTA covenant and agree that this Deed may be pleaded in bar to any action, suit or proceeding mentioned in paragraph (b) of this sub-clause.

7. COSTS AND EXPENSES

The Parties shall each pay their own costs and expenses in relation to the instructions for, preparation and execution of this Deed, except that the Subsidiary agrees to pay any duty assessed on this Deed (if any).

8. PROPER LAW

This Deed is governed by, and to be interpreted in accordance with, the laws of Western Australia and where applicable the laws of the Commonwealth of Australia.

9. SEVERANCE

If any part of this Deed is, or becomes void or unenforceable, that part is or will be, severed from this Deed to the intent that all parts that are not, or do not become, void or unenforceable remain in full force and effect and are unaffected by that severance.

10. FURTHER ASSURANCES

Each Party must execute and do all acts and things necessary or desirable to implement and give full effect to the provisions and purpose of this Deed.

11. MISCELLANEOUS

In this Deed:

- (a) a reference to a person includes that person's executors, administrators, successors and assigns;
- (b) a covenant, agreement, representation or warranty in favour of 2 or more persons is for the benefit of them jointly and severally;
- (c) an agreement, representation or warranty given or made by 2 or more persons shall bind them jointly and severally.

SCHEDULE 1**RRC Waste Agreements**

Doc	Description	Date
1	Participant's Agreement between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale and City of Canning	Date 15 October 2015
2	Agreement for Processing of Waste for Resource Recovery between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning and Kwinana WTE	Dated 4 Nov 2015
3	Deed of Variation to Waste Supply Agreement between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning and Kwinana WTE	Dated 7 June 2017
4	Supplemental Deed between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning and Kwinana WTE (Drafter?)	Dated 16 July 2018
5	Exercise of Rights Letter by the RRC	Dated 23 April 2018
6	Exercise of Rights letter by the RRC	Dated 21 September 2018
7	Exercise of Rights Letter by the RRC	Dated 15 Oct 2018
8	Financier Direct Deed between the RRC, City of Armadale, City of Gosnells, City of Mandurah, City of South Perth, Shire of Murray, Shire of Serpentine Jarrahdale, City of Canning, Kwinana WTE and BTA	Dated 16 Oct 2018

SCHEDULE 2**Specified Encumbrances**

Doc	Description
1	Charge by BTA over the waste supply agreement referred to in doc 2 and 3 of Schedule 1

EXECUTED BY THE PARTIES AS A DEED

THE COMMON SEAL of RIVERS)
REGIONAL COUNCIL)
(ABN 80 479 097 483) was affixed)
in the presence of:)

Chairperson

Chief Executive Officer

THE COMMON SEAL of RIVERS)
REGIONAL SUBSIDIARY)
was affixed in the presence of:)

Chairperson

Chief Executive Officer

THE COMMON SEAL of the CITY OF)
ARMADALE was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the CITY OF)
GOSNELLS was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
SOUTH PERTH was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
MANDURAH was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

THE COMMON SEAL of the **SHIRE OF**)
MURRAY was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Shire President

Chief Executive Officer

THE COMMON SEAL of the **SHIRE OF**)
SERPENTINE-JARRAHDALE was)
affixed pursuant to a resolution of the)
Council in the presence of:)

Shire President

Chief Executive Officer

THE COMMON SEAL of the **CITY OF**)
CANNING was affixed pursuant to)
a resolution of the Council in the)
presence of:)

Mayor

Chief Executive Officer

Executed by
KWINANA)
WTE PROJECT CO PTY LTD)
(ACN 165 661 263)
in accordance with Section 127
of the Corporations Act 2001 (Cth) in the presence of:)

Director

Director/Secretary

Full Name

Full Name

Executed by
BTA)
INSTITUTIONAL SERVICES)
AUSTRALIA LIMITED
acting by its duly authorised signatory
:)

Authorised Signatory

Full Name



MINUTES OF AUDIT AND RISK COMMITTEE MEETING

HELD ON

**TUESDAY 16 JUNE 2020
5.30 pm**

IN COUNCIL CHAMBERS, 83 MANDURAH TERRACE MANDURAH

PRESENT:

COUNCILLOR	P JACKSON [CHAIRMAN]	NORTH WARD
MAYOR	R WILLIAMS	
COUNCILLOR	J GREEN	COASTAL WARD
COUNCILLOR	A ZILANI	NORTH WARD
COUNCILLOR	P ROGERS	TOWN WARD
MR	W TICEHURST	INDEPENDENT MEMBER

ELECTED MEMBERS OBSERVING:

COUNCILLOR	C KNIGHT

OFFICERS

MR	G DAVIES	ACTING CHIEF EXECUTIVE OFFICER
MRS	C MIHOVILOVICH	DIRECTOR CORPORATE SERVICES
MR	A CLAYDON	DIRECTOR WORKS AND SERVICES
MRS	T JONES	MANAGER GOVERNANCE SERVICES
MRS	L SLAYFORD	MINUTE OFFICER

OPENING OF MEETING [AGENDA ITEM 1]

The Chairman declared the meeting open at 5.31pm.

APOLOGIES [AGENDA ITEM 2]

Leave of Absence

Councillor Schumacher (Non-Committee)

Apologies

IMPORTANT NOTE [AGENDA ITEM 3]

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the City of Mandurah unless specific delegation of authority has been granted by Council.

No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. The City of Mandurah expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Committee meeting.

RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 4]

Nil.

PUBLIC QUESTION TIME [AGENDA ITEM 5]

The Committee Chairperson advised of processes, information and advertising undertaken to permit the electronic submission of questions by members of the public. No public questions were submitted for the meeting.

PRESENTATIONS [AGENDA ITEM 6]

Nil.

DEPUTATIONS [AGENDA ITEM 7]

The Chairperson advised of processes, information and advertising undertaken to permit the electronic submission of deputations by members of the public. No deputations were received for the meeting.

CONFIRMATION OF MINUTES [AGENDA ITEM 8]

AR.1/6/20 CONFIRMATION OF MINUTES TUESDAY 19 MAY 2020

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor A Zilani

That the Minutes of the Audit and Risk Committee meeting of Tuesday 19 May 2020 be confirmed.

CARRIED: 6/0

DECLARATIONS OF INTERESTS [AGENDA ITEM 9]

Nil.

QUESTIONS FROM COMMITTEE MEMBERS [AGENDA ITEM 10]

Questions of Which Due Notice Has Been Given

Nil.

Questions of Which Notice Has Not Been Given

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 11]

Nil.

REPORTS FROM OFFICERS [AGENDA ITEM 12]

**AR.2/6/20 OFFICE OF THE AUDITOR GENERAL: INFORMATION SYSTEMS AUDIT
(REPORT 1)**

Summary

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

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

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

Comment

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

In addition, the following points are noted:

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

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

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

Officer Recommendation

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

Committee Recommendation

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor A Zilani

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

CARRIED: 6/0

**AR.3/6/20 RISK MANAGEMENT POLICY AND RISK MANAGEMENT FRAMEWORK
(REPORT 2)**

Summary

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

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

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

Officer Recommendation

That Council:

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

Committee Recommendation

MOTION

Moved: Mr W Ticehurst
Seconded: Councilor Peter Rogers

That Council:

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

CARRIED: 6/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 13]

Nil.

CLOSE OF MEETING [AGENDA ITEM 14]

There being no further business, the Chairman declared the meeting closed at 5.57pm.

CONFIRMED:[CHAIRMAN]

Attachments to Audit and Risk Committee Minutes:

Minute	Item	Page
AR.3/6/20	Risk Management Policy and Risk Management Framework Attachment 2.1	1 - 5
AR.3/6/20	Risk Management Policy and Risk Management Framework Attachment 2.2	6 - 45

Confidential Attachments to Audit and Risk Committee Minutes:

Minute	Item	Page
AR.2/6/20	Office of The Auditor General: Information Systems Audit Confidential Attachment 1.1	1 - 6

COUNCIL POLICY

POL-RKM 01

Introduction:

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

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

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

Objective:

The objectives of the risk management and this policy are:

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

Statement:

1. APPLICABILITY

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

2. POLICY REQUIREMENTS

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

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

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

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

The City's risk management approach will:

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

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

- **General**

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

- **Communication and consultation**

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

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

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

- **Risk identification**

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

- **Risk analysis**

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

- **Risk evaluation**

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

- **Risk treatment**

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

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

- **Monitoring and review**

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

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

- **Recording and reporting**

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

- **Responsibility/Accountability**

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

Risk management is everyone's responsibility:

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

Responsible Directorate:

Corporate Services

Reviewer:

Director Corporate Services

Creation date:

Minute AR.6/6/07, 26 June 2007

Amendments:

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

**Related Documentation and/or
Legislation:**

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



Report 02 Risk Management Policy and Framework Att 2

RESPONSIBLE DIRECTORATE: CORPORATE SERVICES
AUTHOR: GOVERNANCE SERVICES TEAM
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Risk Management Framework

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Risk Management Framework

1. Introduction

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

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

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

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

2. Objective

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

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

3. Legislative Context

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

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

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

¹ *Local Government Act 1995* s3.1

Risk Management Framework

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

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

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

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

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

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

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

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

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

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

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

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

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

Risk Management Framework

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

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

4.1 THE STANDARD ON WHAT RISK IS

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

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

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

4.2 THE STANDARD ON RISK MANAGEMENT

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

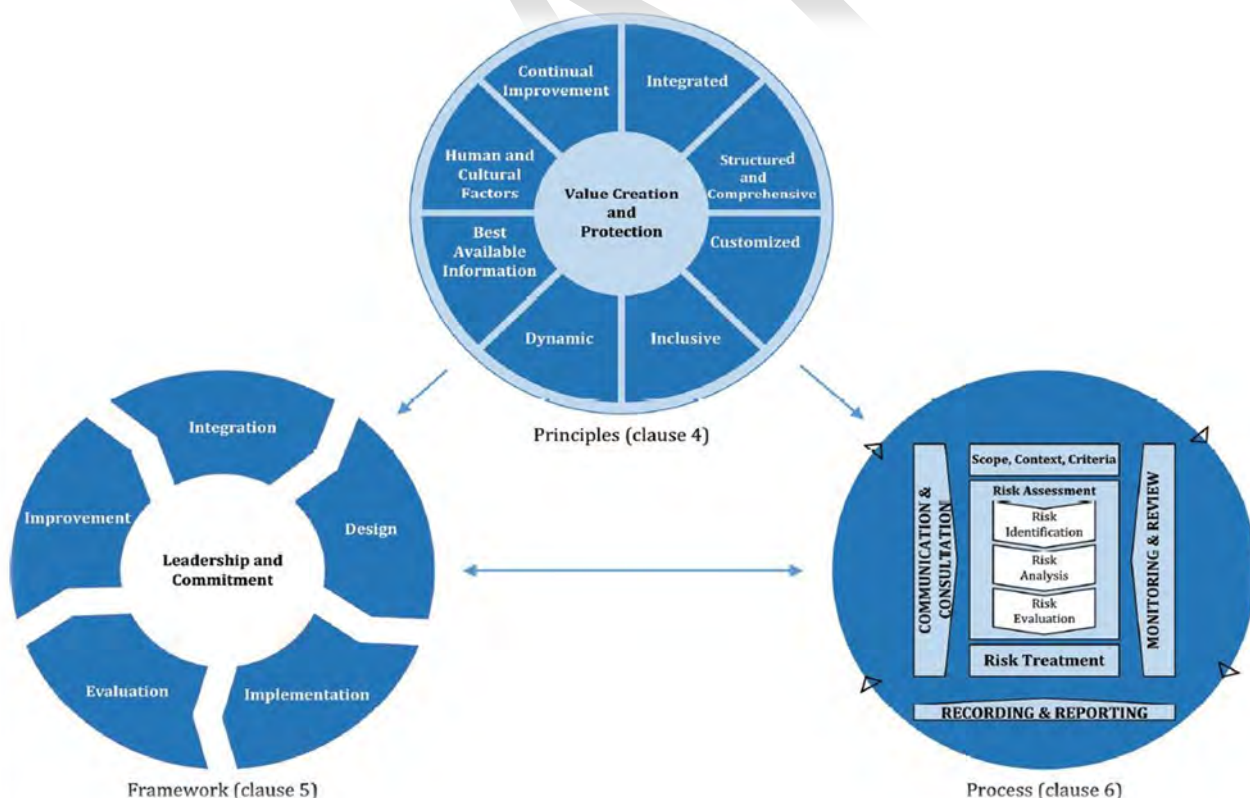


Figure 1 –AS ISO 31000:2018 recommended Risk Management System

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

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

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

Risk Management Framework

5. Risk Management Principles

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

5.1 PRINCIPLES

The City's risk management approach will:

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



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

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

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

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

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

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

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

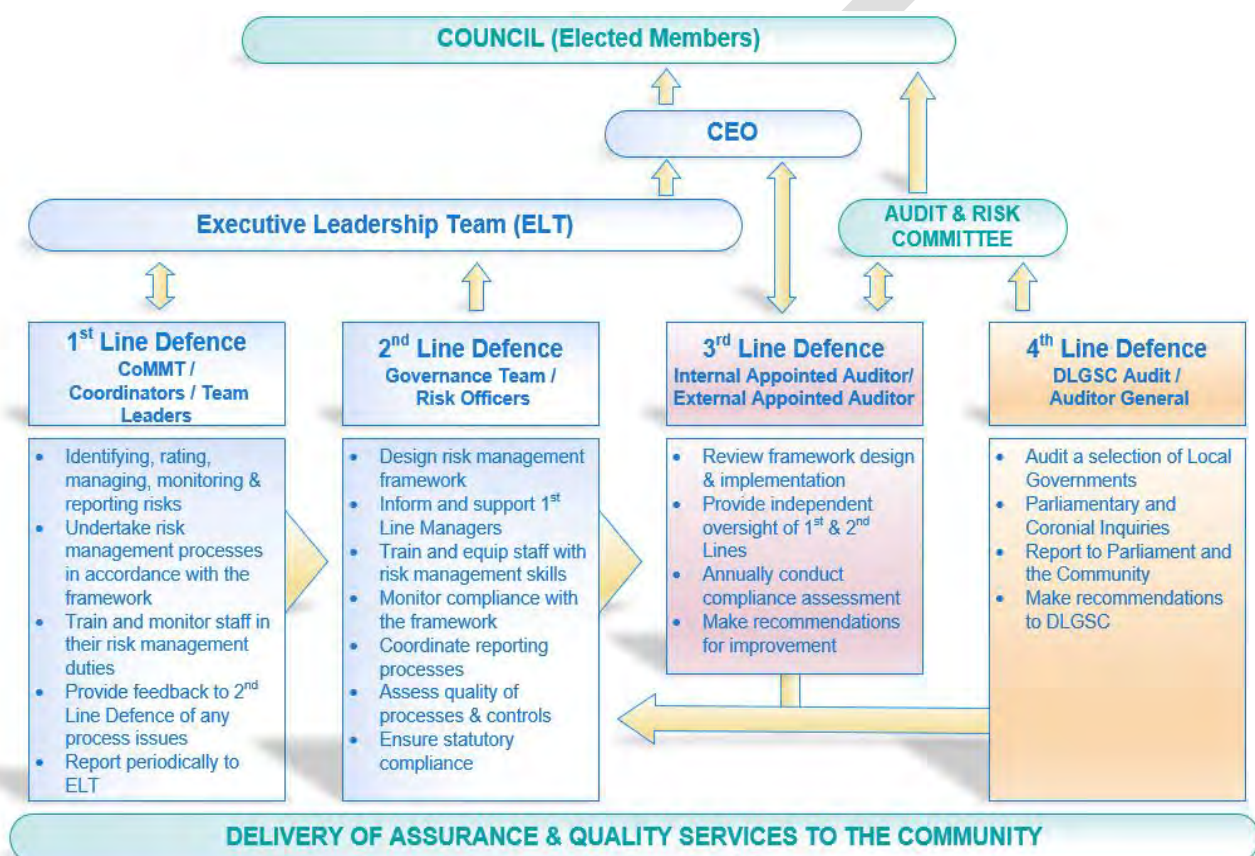
⁹ City of Mandurah (2020) *Risk Management Policy*, Council Policy POL-RKM01.

Risk Management Framework

7. Risk Management Assurance

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

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



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

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

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

Risk Management Framework

1st Line Key activities are to:

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

7.2 SECOND LINE OF DEFENCE – Governance Services

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

2nd Line Key Activities are to:

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

7.3 THIRD LINE OF DEFENCE – Internal Audit Function

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

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

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

Risk Management Framework

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

3rd Line Key Activities are to:

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

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

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

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

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

7.5 ASSURANCE OF AUDIT AND RISK COMMITTEE

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

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

- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan (strategic risk management);
- Receive and review reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance at least once every three financial years; and
- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability.

Risk Management Framework

8. Risk Appetite

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

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

8.1 RISK APPETITE GUIDELINES

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

8.1.2 Factors to be considered when setting the Risk Appetite levels

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

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

8.1.3 Risk Appetite Rating

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

Risk Management Framework

9. Strategic and Operational Risk Management

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

9.1 STRATEGIC RISKS

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

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

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

9.2 OPERATIONAL RISKS

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

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

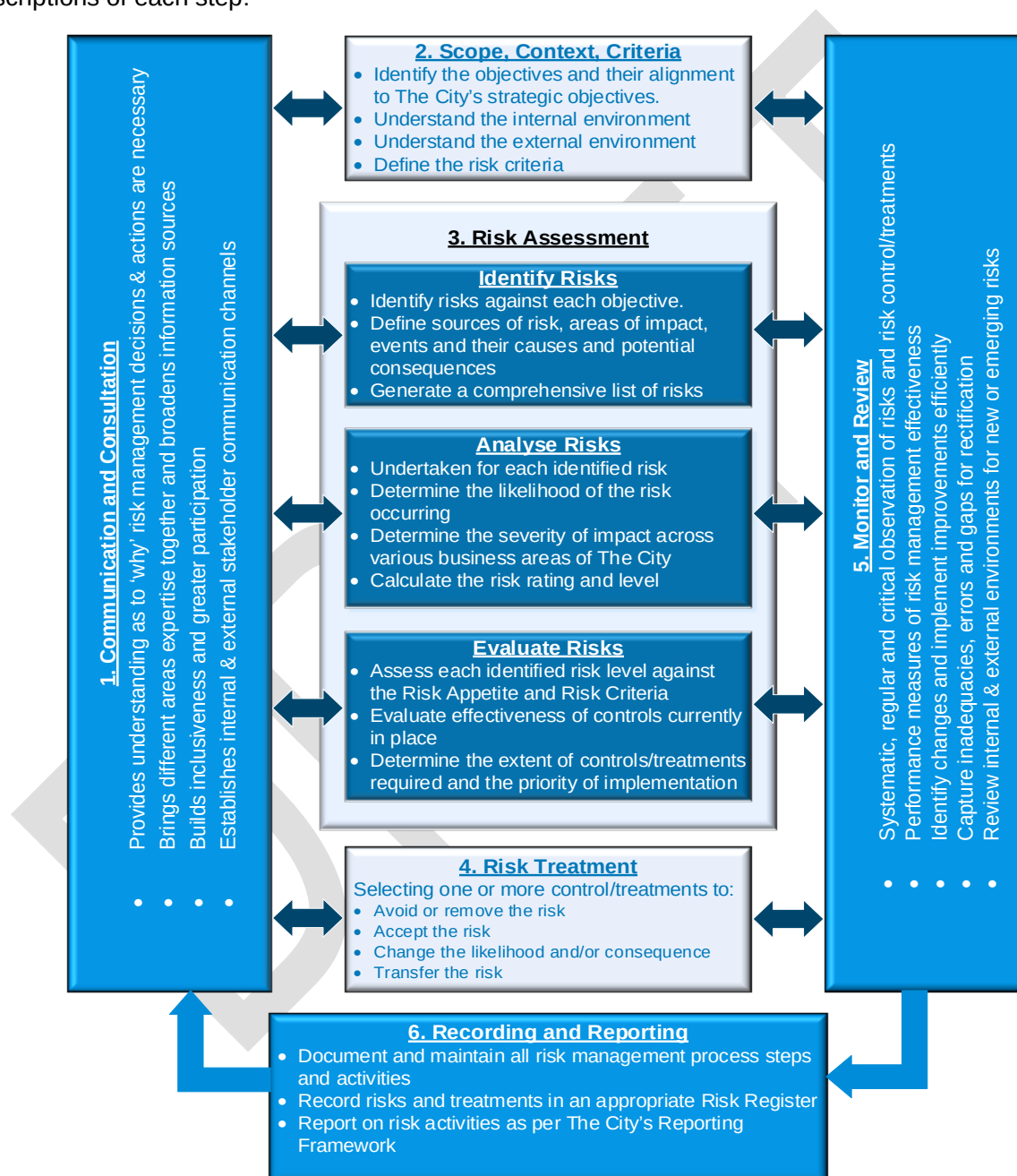
Operational risks also include Project Risks. Project risks are risks associated with individual projects, initiatives or day-to-day business activities at the City. Project risks are to be assessed in the project planning phase and throughout the duration of the project's business activities.

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

Risk Management Framework

10. Risk Management Process

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



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

Risk Management Framework

10.1 STEP ONE - COMMUNICATION & CONSULTATION

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

10.1.1 COMMUNICATION

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

10.1.2 CONSULTATION

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

10.2 STEP TWO - SCOPE, CONTEXT & CRITERIA

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

10.2.1 SCOPE

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

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

10.2.2 EXTERNAL CONTEXT

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

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

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

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

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

10.2.3 STRATEGIC AND INTERNAL CONTEXT

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

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

10.2.4 RISK CRITERIA

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

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10.3 STEP THREE - RISK ASSESSMENT

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

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

10.3.1 RISK IDENTIFICATION

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

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

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

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

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

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

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

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

10.3.2 RISK ANALYSIS

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

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

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

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

STAGE 1 - Inherent Risk Analysis

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

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STAGE 2 - Residual Risk Analysis

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

Three (3) Steps of Risk Analysis:

STEP 1 - Risk Likelihood

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

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

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

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

STEP 2 – Risk Impact

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

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

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

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

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

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

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

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

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

STEP 3 - Risk Rating

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

The risk rating levels are:

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

STAGE 1 - Inherent Risk Rating –

Inherent Likelihood Rating X Inherent Impact Rating = Inherent Risk Rating

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

STAGE 2 – Residual Risk Rating –

Residual Likelihood Rating X Residual Impact Rating = Residual Risk Rating

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

Risk Management Framework

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

Residual Risk Level:

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

10.3.3 RISK EVALUATION

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

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

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

Risk Evaluation at each Stage:

STAGE 1 - Inherent Risk Evaluation –

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

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

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

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

STAGE 2 – Residual Risk Evaluation –

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

Residual Risk Level Action				
Extreme 20 - 25	High 10 - 19	Medium 5 - 9	Low 3 - 4	Negligible 1 - 2
More treatment is urgently required	Decided on a case by case basis – - more treatment required; or - accept with ELT strict & regular monitoring	Decided on a case by case basis – - accept & monitor; or - more treatment required	Accept & monitor – no further treatment required	- Accept & monitor – no further treatment required - May form a part of compliance requirements

10.4 STEP 4 - RISK CONTROLS/TREATMENTS

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

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

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

10.4.1 APPLICATION OF CONTROLS/TREATMENTS AT THE DIFFERENT STAGES

STAGE 1 – Inherent Risk Level

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

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

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

STAGE 2 – Residual Risk Level

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

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

10.4.2 DIFFERENT CONTROL/TREATMENT OPTIONS¹⁹

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

Accept the risk

A risk may be accepted if:

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

Transfer the risk

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

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

Eliminate the risk

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

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

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

Controls

Types of controls are set out in the table below:

Directive controls Directive controls exercise a power or authority to establish a desired outcome: • Council policies, CEO policies, codes of conduct and procedures; • Creating laws and regulations; • Setting limits, thresholds or standards; • Training and equipping seminars; • Job descriptions; or • Meetings.	Preventative controls Preventative controls reduce and discourage irregularities: • Organisational/Directorate/Business Area processes; • IT access authorisations and passwords; • Segregation of duties; • Fines and penalties; • Review and approval systems; • Internal audit functions; • Physical control over assets; • Warnings and signs, physical barriers; • Stakeholder management and engagement strategies; or • Asset Maintenance strategies
Detective controls Detective controls find issues and irregularities after they have occurred: • Financial reconciliations; • Inventory stocktakes; • Comparison reports and reviews; • Alarms; • IT alerts; or • Audits.	Corrective controls Corrective controls mitigate the extent of any damage caused by a risk event: • Reporting and noting a correction upon discovery of an error; • Updating and improving a process or procedure; • Anti-virus software; • System upgrades; • Additional training; • Increase supervision; or • Recovery Plans.

10.4.3 SELECTING THE MOST APPROPRIATE CONTROL & TREATMENT

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

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

- How will the treatment modify the risk level?

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

10.4.4 IMPLEMENTING CONTROLS & TREATMENTS

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

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

Action Plans

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

Action Plans are to be:

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

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

10.5 STEP 5 - MONITOR & REVIEW

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

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

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

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

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

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

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

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

Risk Management Framework

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

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²² See [Item 7.](#) above.

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10.6 STEP 6 - RECORDING & REPORTING

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

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

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

10.6.1 THE CITY'S RISK REPORTING FRAMEWORK

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

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

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

10.6.2 RISK REGISTERS AND RISK PROFILE

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

Risk Management Framework

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

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

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

11. Roles and Responsibilities

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

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

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

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

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

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

Risk Management Framework

12. Annexures

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

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

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

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

ANNEXURE 5: [ROLES AND RESPONSIBILITIES](#)

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

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

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

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

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

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

12.2 ANNEXURE 2: THE CITY'S RISK IMPACT TABLE

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

12.2 ANNEXURE 2: THE CITY'S RISK IMPACT TABLE

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

12.3 ANNEXURE 3: THE CITY'S RISK RATING CHART

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

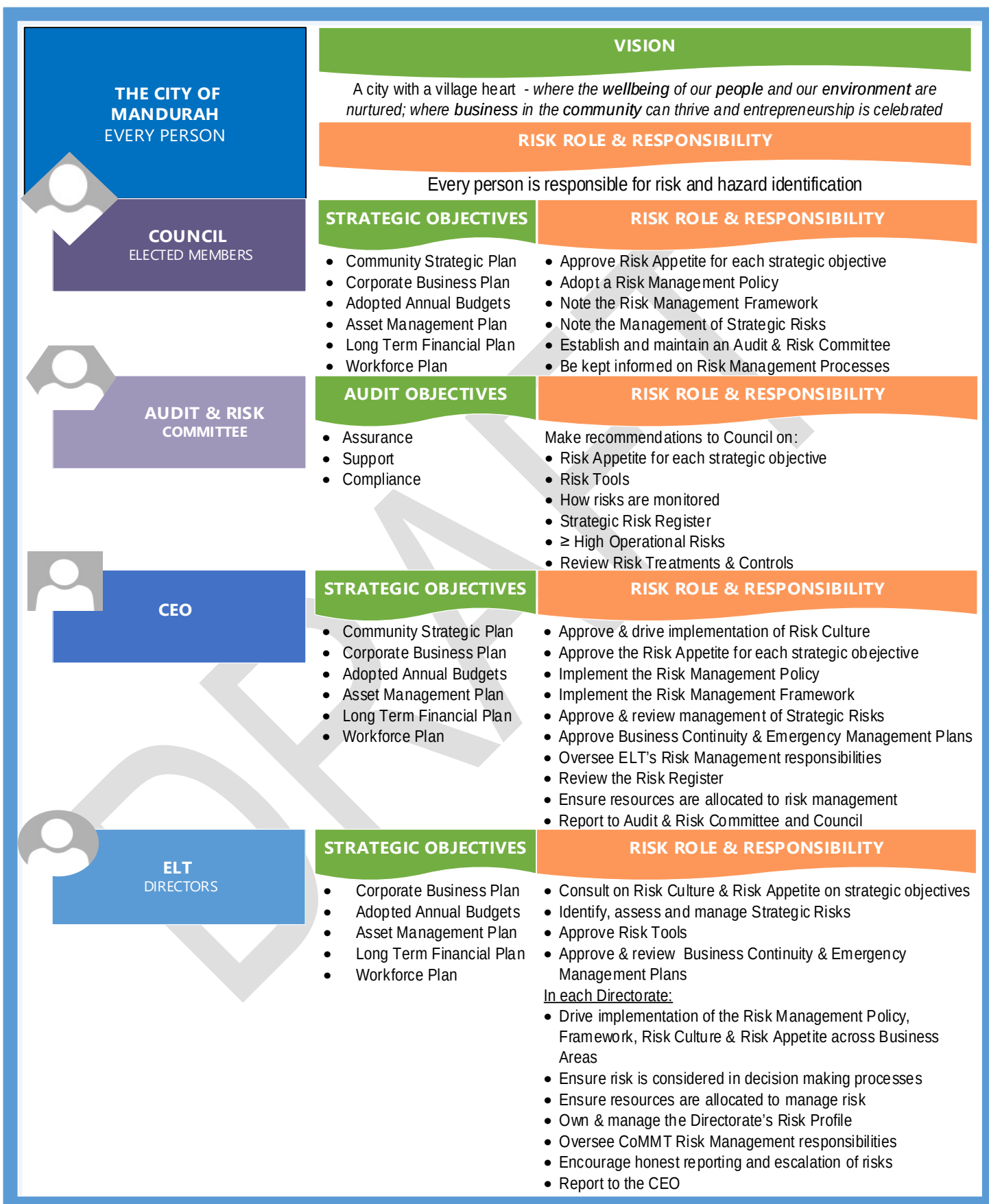
STAGE 1 - Inherent Risk Rating – Inherent Likelihood Rating X Inherent Impact Rating = Inherent Risk Rating

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

12.4 ANNEXURE 4: THE CITY'S RISK TREATMENT CHART

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

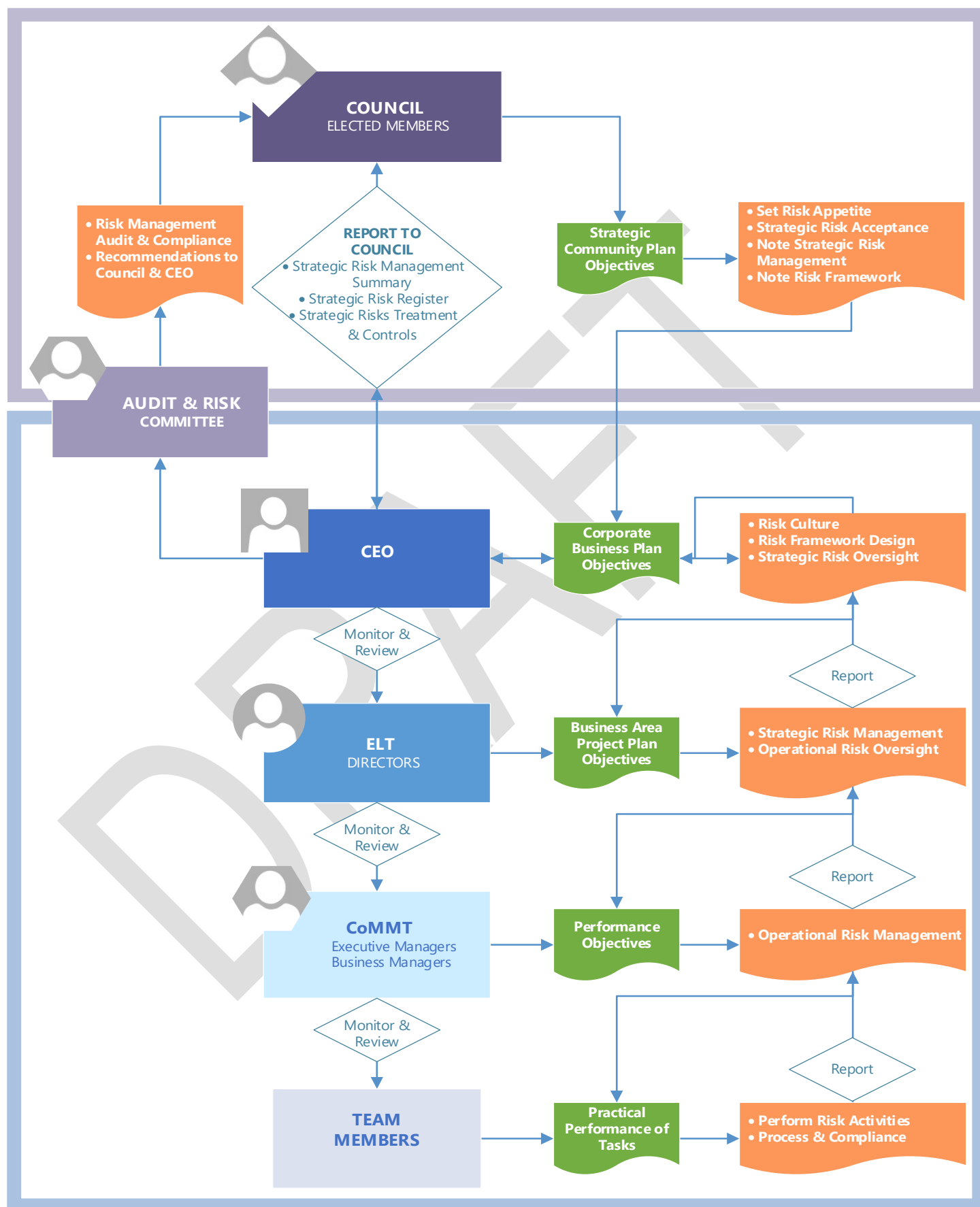
12.5 ANNEXURE 5: ROLES AND RESPONSIBILITIES



12.5 ANNEXURE 5: ROLES AND RESPONSIBILITIES (Cont.)

 CoMMT Executive Managers Business Managers	OPERATIONAL OBJECTIVES • Business Area Plans • Business Area Annual Budget	RISK ROLE & RESPONSIBILITY • Consult on Risk Culture and Strategic Risk Appetite • Consult on Strategic Risk identification, assessment, treatment & controls • Consult on Risk Tools • Prepare Business Continuity & Emergency Management Plans <u>In each Business Area:</u> • Drive implementation of the Risk Management Framework and Risk Culture across Teams • Identify, assess & manage Operational Risks for each Team's projects & tasks • Ensure risk treatment & controls are current, compliant and within the Strategic Risk Appetite thresholds • Monitor & review Operational risks in the Business area • Highlight new and emerging risks • Recommend suitable Team plans for risk management • Ensure risk is considered in decision making processes • Ensure training and resources are allocated to manage risk within each Team • Encourage honest reporting and escalation of risks • Report to ELT
 TEAM MEMBERS	OPERATIONAL OBJECTIVES • Team Work & Project Plans	RISK ROLE & RESPONSIBILITY • Manage risk within their area of responsibility. • Be informed on Council's Risk Management Policy, Framework & Processes • Consult on Risk Assessments, Risk Treatments & Action Plans within each Team • Apply Risk Management processes • Highlight emerging risks & issues • Participate & encourage open discussions around risk • Keep records of risk management tasks • Participate in Risk Management Training • Provide Feedback on risk management processes & control effectiveness • Report to Team Leader/ Business Area Manager
 GOVERNANCE GCR Officer	RISK MANAGEMENT OBJECTIVES • Council Risk Management Policy • Risk Management Framework	RISK ROLE & RESPONSIBILITY • Consult on Risk Culture and Strategic Risk Appetite • Design the Risk Management Framework and procedures & drive effective delivery across the organisation • Prepare Risk Tools • Administer Risk Management software • Consult on Business Continuity & Emergency Management Plans • Facilitate risk management support and training to all areas across the Organisation • Undertake assurance audits of the risk management system compliance & effectiveness • Escalate issues of risk framework non-compliance, risk mismanagement & high emerging risks to the CEO • Report to Governance and Director Corporate Services

12.6 ANNEXURE 6: OVERVIEW OF THE RISK MANAGEMENT FRAMEWORK



12.7 ANNEXURE 7: RISK MANAGEMENT TERMS AND DEFINITIONS

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

TERMS	DEFINITIONS AND EXPLANATIONS
Consequence	Outcome of an event affecting objectives – also expressed as impact or severity .
Control	Measure that maintains and / or modifies risk. Controls may be directive, preventative, detective, corrective or any other mitigating action to minimise the impact of an identified risk.
Event	Occurrence or change of a particular set of circumstances – also expressed as incident .
Impact	The outcome of an event expressed either in financial terms or qualitatively, being a loss, injury, disadvantage or gain.
Inherent Risk	The raw risk present without considering controls, mitigating factors or treatment applied to it.
Likelihood	Chance of something happening – also expressed as probability .
Monitoring	Continual checking, supervising, critically observing or determining the status in order to identify change from the performance level required or expected.
Operational Risk	Risk associated with The City's core operational / business functions and: • may impact on the directorate, business unit or service unit achieving its unit plan objectives; • may impact delivery of specific City services and programs; • is managed by CoMMT.
Project Risk	Risk associated with a City project and: • may affect the milestones connected with the delivery of the project on time, within budget or within agreed acceptable quality parameters; • is identified at all stages of the project, discreet activities or program lifecycle; • is managed with operational risks by a designated Project Manager and an assigned Directorate.
Review	Activity undertaken to determine the suitability, adequacy and effectiveness of the subject matter to achieve established objectives.
Risk	Effect of uncertainty on objectives. It is measured in terms of likelihood of an event and its impact.

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

1	SUBJECT:	Recruitment of Director Place and Community and Review of Senior Employees Council Policy
	DIRECTOR:	Chief Executive Officer
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

Disclosure of Interest

Nil

Confidentiality

Nil

Previous Relevant Documentation

- SP.10/3/20 10 March 2020 Organisational Structure

Background

Council has agreed to a restructure which has resulted in a newly created Director Place and Community position. The key objectives of this position are:

- 1 Provide strategic leadership, expert advice and oversight to Council, City officers, other local governments, not for profit sector, State and Federal Government's and other stakeholders in matters relevant to the formulation and development of the strategic and policy objectives of the City.
- 2 Lead, motivate, encourage and inspire the development of a highly effective, engaged and professional Place and Community directorate with a clear focus on the delivery of planned outcomes and the continual development of the capabilities and capacities of the individual members of the team.
- 3 Build quality relationships and deliver outstanding services to key stakeholders including ratepayers, residents, governments, not for profit and private sector and the wider community.
- 4 Provide effective coordination of Place and Community Directorate in accordance with relevant legislation, standards and Council Policy.
- 5 Lead the integration of departments to ensure a shared vision of improving the quality of life for the City's residents

The Manager Recreation Services and Centres, Manager Community Development, which includes the Arts team will report to the position. A copy of the Position Description is detailed in Attachment 1.1.

The position has been advertised using a variety of media, including in the West Australian on Saturday 13 June 2020.

Comment

The restructure of the organisation is an outcome of the intended alignment with the Mandurah Matters consultative process that saw the need for new skills in the organisation that could:

- 1 Focus on community development and engagement.
- 2 Demonstrate strong leaderships skills.
- 3 Deliver the place management approach.
- 4 Implement strong connections to the community development sector.

The addition of this position finishes a structure that accommodates the major outcomes of the Mandurah Matters process:

- Economy
- Social
- Health
- Environment

These four key focus areas are underpinned by Organisational Excellence, focussing on the City being a high performing organisation.

As the Director Place and Community position is recommended to be designated as a senior employee in accordance with the revised Senior Employees Council Policy (Attachment 1.2), as per Section 5.37(1) of the *Local Government Act 1995*, it is appropriate that an Elected Member should be a part of the interview panel and participate in recommending to Council the preferred applicant.

Consultation

No consultation has occurred.

Statutory Environment

Section 5.37 of the *Local Government Act 1995* (Act) is relevant:

- (1) Requires Council to designate senior employees of Council. The Director of Place and Community is recommended to be a senior employee.
- (2) Requires the Chief Executive Officer to inform Council of each proposal to employ or dismiss a senior employee and requires Council to accept or reject the recommendation.

Policy Implications

It is recommended that the Senior Employees Council Policy be updated to reflect the new organisational structure and change of titles of existing positions. The proposed Council Policy is detailed in Attachment 1.2.

Economic Implications

The Director Place and Community is included in the 2020/21 Annual Budget.

Risk Analysis

It is important that Council has appropriately qualified, experienced and exceptional leaders in its senior employee positions.

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.
- Build and retain a skilled, agile, motivated and healthy workforce.
- 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:

- 1 Nominate an Elected Member to be part of the interview panel and participate in the recommendation to Council for the Director Place and Community position; and
- 2 Approve the changes to the Senior Employees Council Policy

NOTE:

Attachment 1.1 Position Description Director Place and Community

Attachment 1.2 Senior Employees Council Policy

RECOMMENDATION

That Council:

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

POSITION DESCRIPTION

Position Title:

Director Place and Community

Level:

Negotiated

Position Number:

2500

Directorate:

Place and Community

Section:

Place and Community

Hours:

Due to the nature of work with this position and the need for deadlines to be met, it is essential that applicants are flexible in being able to work when required, e.g. Attendance at Council Meetings is required. No additional payments will be made and remuneration includes compensation for all hours required to be worked.

Term:

5 years

POSITION OBJECTIVES

1. Provide strategic leadership, expert advice and oversight to Council, City officers, other local governments, not for profit sector, State and Federal Government's and other stakeholders in matters relevant to the formulation and development of the strategic and policy objectives of the City.
2. Lead, motivate, encourage and inspire the development of a highly effective, engaged and professional Place and Community directorate with a clear focus on the delivery of planned outcomes and the continual development of the capabilities and capacities of the individual members of the team.
3. Build quality relationships and deliver outstanding services to key stakeholders including ratepayers, residents, governments, not for profit and private sector and the wider community.
4. Provide effective coordination of Place and Community Directorate in accordance with relevant legislation, standards and Council Policy.
5. Lead the integration of departments to ensure a shared vision of improving the quality of life for the City's residents

MAIN DUTIES AND KEY RESPONSIBILITIES

The position is accountable for:

1. Place Management, including:

- Identify and engage community and business sectors to develop new place making projects that contribute towards viable and inviting places.
- Lead the development and delivery of a Place Management framework, strategies, outcomes, programs and associated policies for place-making proposals to determine feasibility, cost, impacts and outcomes and enhance place making outcomes.
- Develop an approach to monitor and improve the effectiveness of place making strategies and implement feedback into how the City operates.
- Ensure the establishment and ongoing engagement of community groups and organisations, local business and business networks to ensure coordination of place and community programs and activities in identified locations across each place area.
- Actively seek new ideas and innovation in the delivery of projects and services, working collaboratively to realise these.
- Implement a community led, “place focussed” approach within the City.

2. Delivery of the social and health focus areas identified in the Strategic Community Plan, including:

- Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design.
- Promote a positive identity and image of Mandurah and the contributions of its youth.
- Facilitate opportunities that promote community led initiatives and build local capacity and capability.
- Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.
- 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 and facilitate quality infrastructure that is accessible, and conducive to a healthy, active community.
- Provide quality health and wellbeing programs 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.
- Demonstrate regional leadership and advocate for the needs of our community.
- Listen to and engage with our community in the decision-making process.
- Build and retain a skilled, agile, motivated and healthy workforce.
- 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.

3. Engagement and Partnerships, including:

- Lead and develop appropriate partnerships and multi-agency collaboration to support the delivery of the City's objectives and outcomes.
- Promote the City's role as a community leader, including resident groups, community groups, other service providers, local governments and State Government.
- Demonstrate advocacy and leadership particularly in the health and social service and program delivery for the City.
- Ensure the City is creating a citizen-led delivery of programs and services.

4. Ensure corporate responsibilities are observed and adhered to as follows:

- Oversee the inputs for the development of the Directorate's Annual Budget and regularly review to ensure appropriate spending and allocation patterns.
- Contribute to seeking and developing creative economic and financial outcomes for the City and the community.
- Identify opportunities for external funding and grants and oversee the applications and submissions for such funding and acquittals where required.
- Ensure Directorate budget is on target with no large ongoing accruals accumulation e.g. holidays, long service leave and rostered days off.
- Adopt safe practices in carrying out work in isolation and with others to maintain a duty of care in all aspects of work.
- Achieve effective use of City resources within the level of accountability for this position.
- Ensure your own and others understanding and compliance with the City's Code of Conduct, policies and procedures.
- Take responsibility for own and others personal development and undertake training and development opportunities afforded as well as developing team members.
- Contribute to own performance review with the aim of demonstrating excellence, commitment and continuous improvement.
- Ensure performance reviews are undertaken for all members of your team.
- Understand, contribute and build on the City's positive constructive culture ensuring that model the type of behaviour that will positively influence team culture and business performance.
- Understand and incorporate the City's values in all day to day activities.
- Exercise discretion and maintain confidentiality in all activities.

5. Ensure Occupational Safety and Health requirements are managed, observed and adhered to as follows:

- Take reasonable care for your health and safety in the workplace. Work in a safe manner and not do anything that will adversely affect the safety of yourself or another.
- Provide adequate resources for implementing, maintaining, and improving the City's OH&S system.
- Ensure all employees are consulted on matters that may directly affect their health, safety and welfare.
- Ensure that the City does not conduct any business that would endanger other people (including visitors, the public and other workers).
- Provide and maintain workplaces, plant and systems of work so employees are not exposed to hazards.
- Monitor and improve OHS performance.

6. The duties required of this position may require you to exercise delegated authority. If this applies to your role you will be required to comply with all requirements under the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, that apply to relevant persons who exercise delegated authority. These requirements may include, but are not limited to:

- Completing a Primary Return within 3 months of the date of being granted delegated authority;
- Completing an Annual Return for each year you continue to have delegated authority; and
- Keeping current records of how and when delegated authority is exercised.

The information that may be required to be disclosed by a relevant person in a Primary or Annual Return includes:

- Interests in real property;
- Beneficial interests in Trusts;
- Sources of income;
- Interests in corporations including securities;
- Liabilities or debts held by the relevant person; and
- Dispositions of property.

ORGANISATIONAL RELATIONSHIPS

Reports to:	Chief Executive Officer
Supervises:	Manager Community Development Manager Sport, Recreation and Events Executive Secretary
Internal Liaisons:	Elected Members All Staff, CEO and Executive Leadership Team Senior Managers Directorate Staff
External Liaisons:	Local Community and Recreational Groups Politicians State Government Federal Government Private Sector Not for Profit Sector

EXTENT OF AUTHORITY

This position operates under the direction of the Chief Executive Officer within established Policies and Procedures of Council.

This position holds delegated authority to deal with:

- Recruitment and development of Directorate staff members.
- Management of Directorate budget.
- Representation of the City (consistent with Council's objectives) in external forums.

This position may exert influence in the following areas:

- Authorised to incur budget expenditure in accordance with the Financial Authorisations Limit Listing, the Procurement Policy and any other relevant Policy or Procedure.
- Authorised to prepare and sign correspondence in accordance with established Policy and Procedure
- Authorised to sign timesheets in accordance with established Policy and Procedure.
- Prioritise own work to ensure all tasks are performed within a satisfactory timeframe.
- Exercise initiative and/or judgement within clearly established Policies and Procedures.

REQUIREMENTS OF THE POSITION

Qualifications:

1. Degree and/or Post Graduate qualification in Community Development or relevant discipline.
2. Possession of, or progression towards, a Post Graduate qualification in Management (desirable).
3. Current unrestricted C class national driver's license

Experience:

1. 10 or more years' relevant experience in the people, health, social and/or community services area of local government.
2. Executive level knowledge of local government-based community development functions and detailed awareness of contemporary challenges, opportunities and risks within the sector.
3. Commitment to an ongoing personal and professional development program.
4. Highly developed understanding of integrated place making and community principles and demonstrated experience in effective outcomes.
5. High level leadership and management skills, with the ability to lead and develop diverse departmental and staff requirements while promoting a team environment.
6. Highly developed knowledge of regional and local economic, social and environmental context and demonstrated experience in developing strategies and implementing actions that strengthen resilience and sustainability of regional towns and places.
7. Highly developed knowledge of State, regional and local social and health strategies and policies and a demonstrated ability to work collaboratively with key stakeholders to implement projects and actions that contribute to achieving identified outcomes.
8. Extensive knowledge of the objectives and diverse benefits of place-making and the ability to effectively communicate these to enhance awareness and understanding by internal and external stakeholders.
9. Strong understanding of the role of tourism and events in developing a connected community, enhancing the quality of life of residents and maximising visitors to the City and region.
10. Comprehensive knowledge of Local Government practices and procedures.
11. Working knowledge of Federal and State Government structures.
12. Knowledge of contemporary management practices and previous experience in a similar management, supervisory or leadership role preferably within local government.

Skills:

1. Ability to model leadership skills and values consistent with the City's vision, mission and values.
2. Demonstrated advocacy and leadership experience in the delivery of health and social services.
3. Well-developed financial management skills for budget preparation and control.
4. High level of interpersonal, communication and decision-making skills.
5. Highly developed dispute resolution and negotiation skills.
6. Highly developed strategic and business planning skills.
7. Well-developed project management skills.

POSITION AND INCUMBENT DETAILS

The requirements of this position are accepted and will be undertaken with due diligence at all times:

Position Description Prepared by:
Chief Executive Officer and Human Resources

**Main duties and key responsibilities
accepted by Employee:**

Signed: _____

Signed: _____

Date: _____

Date: _____

POSITION DESCRIPTION REVIEW RECORD

Reviewed by:

Review Date:

We the undersigned have mutually agreed the amendments made to this position description

Employee:

(insert Manager and Human Resources)

Signed: _____

Signed: _____

Date: _____

Date: _____

Note: The original signed position descriptions must be returned to Human Resources

SENIOR EMPLOYEES

POLICY

POL-HRM 05

Objective:

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

Statement:

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

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

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

2 **SUBJECT:** Financial Report May 2020
DIRECTOR: Director Corporate Services
MEETING: Council Meeting
MEETING DATE: 23 June 2020

Summary

The Financial Report for May 2020 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

- SP.6/7/19 30/07/2019 2019/20 Budget Adoption
- G.13/2/20 25/2/2020 2019/20 Budget Review

Background

Nil

Comment

Financial Summary

The financial report for May 2020 shows a surplus for this period of \$20.7 million. This is considered a satisfactory result for the City as it is maintaining a healthy budget position.

A summary of the financial position for May 2020 is detailed in the table below:

	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. (b)-(a)	Var.% (b)-(a)/(a)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
Opening Funding Surplus / (Deficit)	7,744	7,744	7,744	-	0%
<u>Revenue</u>					
Revenue from operating activities	110,870	110,867	112,446	1,578	1%
Capital revenue, grants and Contribution	13,378	11,840	11,809	(31)	0%
	124,249	122,707	124,255	1,548	
<u>Expenditure</u>					
Operating Expenditure	(130,104)	(120,360)	(112,715)	7,644	-6%
Capital Expenditure	(36,950)	(35,495)	(19,114)	16,380	-46%
	(167,054)	(155,855)	(131,830)	24,025	
Non-cash amounts excluded from operating activities	34,032	30,897	28,746	(2,151)	-7%
Other Capital Movements	1,025	(6,665)	(8,142)	(1,477)	22%
Closing Funding Surplus / (Deficit)	(5)	(1,171)	20,773	21,944	-1874%

Key Capital Projects

The following table highlights the status of the City's key capital projects for the 2019/2020 financial year:

Project	2019/20 Actuals Incl. CMT \$'000s	2019/20 Annual Budget \$'000s	Comment
Western Foreshore Recreation Precinct	2,288	4,030	<i>Project status:</i> 2020/21 Carryover Skate Park- Contractor established onsite. Letters sent out to nearby residents advising of works. Works to demolish old skatepark commenced 18 May. Playspace– Received draft of schematic design for play towers from Plan E. Concept design due early June. Establishment of contractor on site proposed for August.
Lakelands District Open Space and Club Room Facility	3,143	4,907	<i>Project status:</i> 2020/21 Carryover District Open Space- Sports ground lighting out to tender. Cricket mat storage shed complete. Clubroom Facility- Construction 40% complete. Practical completion expected late August.
Eastern Foreshore South Precinct	45	2,255	<i>Project status:</i> 2020/21 Carryover Evaluation tender completed for jetty infrastructure, design and construction and contractor engaged. Tender for design and construction of seawall to go out mid-June. Design and construction brief completed for floating pool and currently out to tender.
Smart Street Mall Upgrade	87	1,504	<i>Project status:</i> 2020/21 Carryover Civil design progressing. Precast planters and overhead structures to go out to tender soon.
Dower Street Project	2,290	2,307	<i>Project status:</i> Complete.
Peel Street Road Construction	155	818	<i>Project status:</i> 2020/21 Carryover Construction 25% complete. Project completion estimated for end of July. Next stage of project will commence in 2020/21.

Statutory Environment

Local Government Act 1995 Section 6.4 Financial Report

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

Policy Implications

Nil

Economic Implications

Any material variances that may have an impact on the outcome of the budgeted surplus position are explained in the Monthly Financial Report, as detailed in Attachment 2.1.

Risk Analysis

Nil

Strategic Implications

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

Organisational Excellence:

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

Capital Works 2019/20 Carryovers

As it is near the end of the financial year it has become apparent that a number of capital projects will not be completed before 30 June 2020. Reasons for the construction delays include COVID-19 interruptions with contractors and material supplies as well as the major projects requiring majority of the planning and procurement to occur this year prior to construction commencing. Officers have identified and reviewed the projects forecasted to be incomplete at year end and determined that approximately \$11,064,322 will remain unspent of the 2019/20 capital works program. A detailed list of the projects not due to be completed before 30 June 2020 is shown on page 29 of Attachment 2.1.

Of the \$11,064,322 reduction in capital expenditure, \$5,713,590 was funded from external non-operating grants and contributions with the remaining \$5,350,732 as City of Mandurah funding made up of new loan borrowings (\$2,500,000), reserves (\$1,348,415), unutilised loans (\$410,591) and general rates (\$1,091,726). The City has received \$5,158,590 of the external non-operating grants and contributions and it is proposed that the funds received are transferred into reserve to be utilised in the 2020/2021 financial year. It is likely that the \$555,000 of grants and contributions for Falcon Skate Park \$80,000, Peel Street \$300,000 and Lakelands District Open Space \$375,000 will not be received in the 2019/2020 year as a result of not meeting the required milestones prior to receiving the money. The \$555,000 will be included in the 2020/2021 Annual Budget as new grants and contributions. It is proposed that the capital revenue in the 2019/2020 budget be reduced by \$555,000 as a result of the City being unlikely to receive the funds prior to the end of the financial year.

It is proposed that the general rates funding of \$1,091,726 less the overhead allocation for design and project management of \$5,165 for a total of \$1,086,561, the external non-operating grants and contributions relating to the carryover works of \$5,158,590 and the reserve funds that were going to offset the projects of \$1,348,415 be transferred into reserve prior to 30 June (total \$7,593,566). The projects will be listed in the capital works program for 2020/21 and the funds drawn down upon when the works recommence next year. It is also proposed that the loans of \$2,500,000 not be drawn down and the loans will be presented as new loans in the 2020/2021 budget to ensure the carryover projects can be completed.

Cityfleet Cancelled Asset Purchases 2019/20

Cityfleet has reviewed the remaining replacement assets listed in the 2019/20 Capital Budget prior to the end of the financial year. Following the review, a number of items have been identified as not requiring replacement. The proposed cancellation of these replacements will result in a reduction in capital expenditure of \$243,904, offset by the expected proceeds on sale of \$12,290 to also not eventuate. It is

proposed to transfer the net result of \$231,614 into the plant reserve for future replacement of plant items.

A detailed list of these projects can be found on page 31 of Attachment 2.1.

Cityfleet Miscellaneous Equipment >1,500

Due to unforeseen mechanical failures and variations to equipment pricing, approval is requested to amend the budgeted expenditure of the following items within the Cityfleet Miscellaneous Equipment >\$1,500 capital budget:

Description:	Fleet #:	2019/20 Budget \$	Budget Variation Required \$	Amended 2019/20 Budget \$
ERS Turbo Wash Parts Washer	P095	0	23,139	23,139
450 litre Fuel Pump - Southern Operations Centre	P31420	0	5,232	5,232
Komplete Screen Plant	P013	60,810	-17,010	43,800
6" Inch Skid Mounted Trash Pump with approx. 50m hose, hose reel and fittings - Drainage	New	43,500	22,500	66,000
SPRAY UNIT MOTOR AND PUMP	P045	6,030	-6,030	0
ROADLINES SCRABBING MACHINE	P049	7,200	-7,200	0
Totals		117,540	20,631	138,171

Description:	Fleet #:	2019/20 Budget \$	Budget Variation Required \$	Amended 2019/20 Budget \$
ERS Turbo Wash Parts Washer	P095	0	23,139	23,139
450 litre Fuel Pump - Southern Operations Centre	P31420	0	5,232	5,232
Komplete Screen Plant	P013	60,810	-17,010	43,800
6" Inch Skid Mounted Trash Pump with approx. 50m hose, hose reel and fittings - Drainage	New	43,500	22,500	66,000
SPRAY UNIT MOTOR AND PUMP	P045	6,030	-6,030	0

There is an adequate remaining budget in 2019/20 Miscellaneous Equipment >\$1500 to cover the overall increase of \$20,631 due to the below miscellaneous items purchased for less than budget:

Description:	2019/20 Budget \$	Actual \$	Savings 2019/20 Budget \$
NISSAN MODEL 25 FORKLIFT	35,000	27,224	7,776
PILOT K50SI SILENT COMPRESSOR AND INSTALL	16,996	8,576	8,420
TOPCON TP-4LGV PIPE LASER	9,647	6,350	3,297
Portable Spray Unit	10,000	8,315	1,685
Totals	71,643	50,465	21,178

Trolls

The City's contribution of \$250,000 towards the Trolls in Mandurah project has not been expended in the 2019/20 financial year due largely to the onset of the COVID 19 pandemic resulting in a delay to the planning processes. Part funding for the project has now been secured through Tourism WA with other sources currently being explored. A revised timeline is being developed and will be presented to Council in an upcoming briefing.

It is proposed that the \$250,000 be transferred into Asset Management Reserve to be drawn down upon when the project continues in 2020/21.

Bonds

An initial analysis has been conducted on the Bonds and Deposits accounts that are currently held by the City as restricted cash. Accounts include bonds for kerb/verge, hall/key, marina pen key etc.

The *Local Government Act 1995* states that once the City has held these bonds for greater than ten years and the City has exhausted all avenues to contact the owner, it can be taken up as general revenue. Of the \$3.8 million currently sitting in the balance sheet for Bonds and Deposits, an amount of \$432,820 has been identified to be transferred to general revenue. It is proposed that these be transferred out of the liability account and transferred into the asset management reserve for future use.

Unbudgeted Expenditure

Further COVID-19 Budget Review 2019/20 adjustments

Further to the COVID-19 Budget Review adopted by Council in May 2020, further adjustments have been identified as detailed below:

Libraries & learning: Outreach Literacy	increase expense	\$40,000
Falcon Library Materials and Contracts	decrease expense	\$(73,971)
Festivals and Events Revenue	increase revenue	\$(24,250)

The net effect of these adjustments is a surplus of \$58,221. After the COVID-19 budget review the overall deficit was \$4,779. This means that the City is now expecting a surplus for the 2019/2020 year of \$53,442 (before considering all other proposed budget variations identified in the report).

The COVID-19 Review also included reserve transfers for capital projects that had not yet commenced before 30 March 2020 and were to be deferred until 2020/21. The reduction in capital expenditure of \$335,375 included an overhead allocation for design and project management on the following three deferred projects:

- Mandurah Mustangs FC - Facility Development \$9,410
- Peelwood Reserve - Changeroom Upgrade \$1,140
- Parkridge Boat Ramp \$3,280

This total overhead of \$13,830 will be recalculated as part of the capital works program for 2020/21 and as a result, this amount will be removed from the Building reserve and the Waterways reserve back into general revenue. This transfer from reserves will have no effect on the closing City position.

Infrastructure plans for WAPOL

Unbudgeted expenditure occurred due to work requested from WAPOL for major infrastructure building plans within the City to be scanned and uploaded. This was to ensure that WAPOL and emergency services have the required access should they need it and may be vital in an emergency incident. WAPOL initially requested copies of floor plans and schematics only, however at the request of the City, entire records were scanned which resulted in an invoice to the City totalling \$22,590

Expenditure of \$22,590 is to be funded from savings in ordinary labour identified in Information Management business unit. These savings are due to a vacancy period within the business unit.

Youth Development – successful grant application

Youth Development were successful in the Suicide Prevention Coordinators Metropolitan Small Grants round and have been offered a contribution of \$1,500. It will be used to purchase internet modems to distribute as part of the Youth Dream Big Fund and Aboriginal Youth Education Fund.

Shared Path Old Coast Road, Halls Head

An increase in the scope of works for the shared path at Old Coast Road has been proposed by Technical Services. The proposed additional work is to include a damaged section of the side footpath at the Tennis Club. The additional work is estimated to cost \$4,265.

It is proposed that the increase in budget be funded from savings in the shared path project at Lefroy Street. Savings were generated from constructing the path on the south side of the road instead of the north side.

MARC Improvement to Carpark Area

Approval is requested to reallocate \$10,000 from the Halls Head Recycled Water project to the MARC Improvement to Carpark Area project. It is proposed that these funds will be utilised to install a custom-built bike rack, adjacent to the pedestrian access into the MARC carpark/entry.

Savings are available in the Halls Head Recycled Water project as a result of receiving a lower than expected quote.

Depot Stockpile Upgrades

An increase in the scope of works for the Depot Stockpile upgrade project has been proposed to include reinforcement and other material cost requirements. The cost of the additional works is estimated to be \$15,000.

It is proposed that the increase in budget be funded from efficiency savings in the road construction project at Mississippi Drive. Savings were generated from using bulk fill directly from an adjacent project at Beacham Street and efficiently using labour resources across multiple projects.

Road Rehabilitation Bailey Boulevard

An increase in scope of works for the Bailey Boulevard road rehabilitation project has been proposed to rectify adjacent pavement failure which had not been identified by advanced testing. The cost of the additional works is approximately \$10,000.

It is proposed that the increase in budget be funded from efficiency savings in the road construction project at Mississippi Drive.

Traffic Management Wilderness Drive/Old Coast Road

An increase in scope of works for the traffic management project Wilderness Drive/Old Coast Road has been proposed by Technical Services. This is due to a footpath realignment being required following the Western Power pole being erected in the vicinity of high-pressure mains gas and having to obtain the associated approvals. The cost of the additional works is estimated to be \$5,000.

It is proposed that the increase in budget be funded from efficiency savings in the road construction project at Mississippi Drive.

Avalon Foreshore (Westview Parade)

The coastal and estuary project at Avalon Foreshore (Westview Parade) incurred a change in scope based on feedback from a community engagement process. This feedback resulted in some changes to the design elements with the additional works estimated to cost \$7,000.

It is proposed that the increase in budget be funded from efficiency savings in the parks project at Quandong Reserve Renewal, as works were completed for less than estimated costs.

Pinjarra Road East Stage 2

An increase in scope of works for parks project, Pinjarra Road East Stage 2, has been proposed due to modifications to site drawings, which required onsite amendments, in particular the drainage system adjacent to the new Stratford intersection. The cost of the additional works is estimated to be \$20,000.

It is proposed that the increase in budget be funded from efficiency savings in the parks project at Quandong Reserve Renewal, as works were completed for less than estimated costs.

CP Pinjarra Road/Sutton Street

The car park project at Pinjarra Road/Sutton Street incurred additional construction costs due to hitting caprock and some design changes by the Technical Services team to enhance the water sensitive urban design outcome. The cost of the additional works is estimated to be \$8,600.

It is proposed that this increase in budget be funded from savings in the shared path project at Jubata Gardens. The initial budget was calculated from the original design, however prior to the project commencing, a site visit with the Technical Services and Construction Team produced a detailed estimate which resulted in project savings.

Landscape Services Consultants

Approval is requested to reallocate \$17,696 from the Landscape Services Consultants budget to the Landscape Services Casual Labour budget. This saving has eventuated through consulting works now being undertaken inhouse through the creation of a Casual Landscape Architect position. Projects being undertaken by this position include Coodanup Foreshore Masterplan and finalisation of the Mandurah Public Open Space Manual.

DFES Bushfire Mitigation Funding

As per the Memorandum to Elected Members, dated 30 April 2020, regarding the Bushfire Mitigation Funding Update, funding of \$292,850 was provided by the DFES Rural Fire Division to enable the City of Mandurah to perform 42 fire mitigation treatments on 25 reserves in the 2019/20 financial year. Due to delays in receiving government and environmental approvals, less than 50% of the funding will be spent

within the required timeframe. As per the Grant Agreement, all physical works are required to be completed by 30 June 2020 and any unspent funds are to be returned to the DFES Rural Fire Division.

It is estimated that expenditure totalling approximately \$125,000 will be incurred for these fire mitigation treatments prior to the 30 June 2020, therefore it is recommended that Grant Revenue for this funding be reduced by \$167,850 to \$125,000 to align with estimated expenditure.

Conclusion

If the City does not manage its finances adequately and allows budget expenditure to exceed allocation then it may be unable to fund services that have been approved through the budget process. By submitting the budget variation requests to Council as they arise it allows identification of financial implications and ensures there is nil effect on the budget adopted.

NOTE:

- Refer **Attachment 2.1 Monthly Financial Report**
Attachment 2.2 Schedule of Accounts (electronic only)

RECOMMENDATION

That Council:

- 1. Receives the Financial Report for May 2020 as detailed in Attachment 2.1 of the report.**
- 2. Approves the further COVID-19 adjustments as follows:**
 - 2.1 Increase in operating expenditure for Libraries & learning: Outreach Literacy of \$40,000***
 - 2.2 Decrease in operating expenditure for Falcon Library Materials and Contracts of \$73,971***
 - 2.2 Increase in operating revenue for Festivals and Events Revenue of \$24,250***
- 3 Approves the following adjustments for Capital Works 2019/20 Carryovers:**
 - 3.1 Decrease in capital expenditure of \$11,064,322***
 - 3.2 Decrease in proceeds from new debentures/loans of \$2,500,000***
 - 3.3 Decrease in unutilised loans of \$410,591***
 - 3.4 Increase of \$5,165* in operating expenditure for the reversal of the capital salary overhead**
 - 3.5 Decrease in capital revenue of \$555,000***
 - 3.6 Net movement in transfer to reserves of \$7,593,566* made up of**
 - 3.6.1 Increase transfer to reserves for unspent grants \$5,158,590***
 - 3.6.2 Reduction in transfer from reserves \$1,348,415***
 - 3.6.3 Increase transfer to reserves for 2019/20 general rates funding \$1,086,561***
- 4 Approves the decrease in capital expenditure of \$243,904* for Cityfleet, a decrease in proceeds from sale of assets of \$12,290* with the net of \$231,614* being transferred to the Plant Reserve.**
- 5 Approves the adjustments to item expenditure within the Cityfleet Miscellaneous Equipment >\$1500 capital budget:**
 - 5.1 Increase capital expenditure of \$23,139* for item ERS Turbo Wash Parts Washer**
 - 5.2 Increase capital expenditure of \$5,232* for item 450 litre Fuel Pump - Southern Operations Centre**
 - 5.3 Decrease capital expenditure of \$17,010* for item Komplete Screen Plant**
 - 5.4 Increase capital expenditure of \$22,500* for item 6" Inch Skid Mounted Trash Pump with approx. 50m hose, hose reel and fittings – Drainage**
 - 5.5 Decrease capital expenditure of \$6,030* for item Spray Unit Motor and Pump**
 - 5.6 Decrease capital expenditure of \$7,200* for item Roadlines Scrabbing Machine**

- 5.7 Decrease capital expenditure of \$7,776* for items Nissan Model 25 Forklift
- 5.8 Decrease capital expenditure of \$8,420* for item Pilot K50SI Silent Compressor
- 5.9 Decrease capital expenditure of \$3,297* for Topcon TP-4LGV Pipe Laser
- 5.10 Decrease capital expenditure of \$1,685* for Portable Spray Unit

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

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

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

Total Municipal Fund	\$ 9,813,532.61
Total Trust Fund	\$ 10,000.00
	\$ 9,823,532.61

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

ABSOLUTE MAJORITY REQUIRED

Monthly Financial Report

May 2020



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

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

STATUTORY REPORTING PROGRAMS

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

KEY INFORMATION

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

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

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

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

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

BY NATURE OR TYPE

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

KEY INFORMATION

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

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

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

(a) Non-cash items excluded from operating activities

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

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

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

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

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

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

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

CURRENT AND NON-CURRENT CLASSIFICATION

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

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

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

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

Interest revenue

Investment Interest Accrued	77,869
Investment Interest Matured	600,441
Rates Interest	701,435
	1,379,745

Interest Earned

\$1,379,745

Trust Funds

Cash At Bank	582,932
Investment	3,494,304
	4,077,236

Total Municipal and Reserve Funds 43,369,227

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

KEY INFORMATION

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

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

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

Total Municipal Cash	Unrestricted
\$52.37 M	\$21.72 M

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

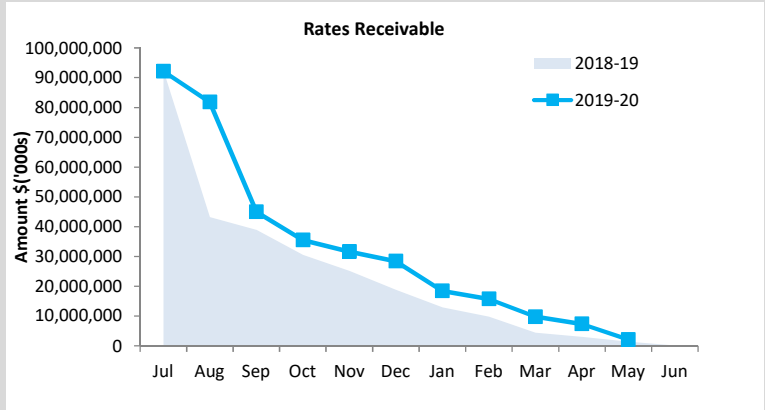
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

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

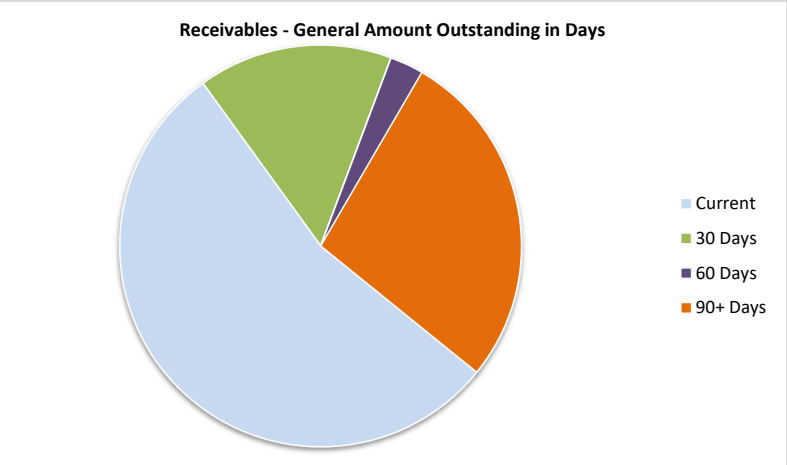
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable		252,386	673,392	122,896	1,242,079	2,290,754
Recreation Centres		63,181				63,181
Mandurah Ocean Marina		21,979	36,345			58,324
GST receivable		541,021				541,021
Infringements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

KEY INFORMATION

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



Collected	Rates Due
97.5%	\$2,063,237



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

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

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

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

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

		Budget	YTD Actual						
Asset	Asset Description	Proceeds	Proceeds						
KEY INFORMATION									
		■ Annual Budget ■ Actual YTD <table><tr><th>Category</th><th>Annual Budget</th><th>Actual YTD</th></tr><tr><td>Proceeds on Sale</td><td>1,650,000</td><td>950,000</td></tr></table>		Category	Annual Budget	Actual YTD	Proceeds on Sale	1,650,000	950,000
Category	Annual Budget	Actual YTD							
Proceeds on Sale	1,650,000	950,000							

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

NOTE 5
TENDERS AWARDED FOR THE MONTH

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

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

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

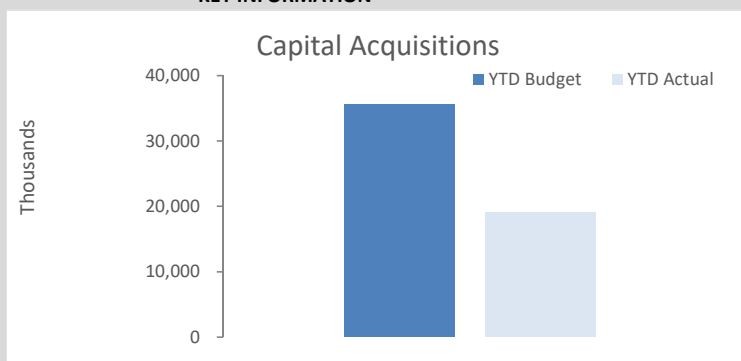
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

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

SIGNIFICANT ACCOUNTING POLICIES

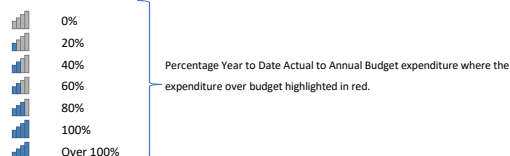
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current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

KEY INFORMATION



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

Capital Expenditure Total
Level of Completion Indicators



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

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings							
	1632.750578. CSRFF	150,000	62,000	56,825	61,175	825	Falcon Pavilion toilet/changeroom upgrade (\$86,232), Mandurah Tennis Club court resurfacing (\$12,562) and Dudley Park BC greens and lighting works (\$48,613).
	1632.750579. Mh Mustangs FC - Facility Development	174,410	0	87,207	0	0	Project deferred to 2020/21 following COVID-19 Review.
	1632.750580. Peelwood Res - Changeroom Upgrade	21,140	0	8,807	0	0	Project deferred to 2020/21 following COVID-19 Review.
	1632.750581. BDYC Security Upgrade	32,768	32,768	30,028	44	32,724	Works commenced. To be completed prior to 30/06.
	1632.750582. Mandurah Library Ablutions Refurbishment	21,140	21,140	19,377	1,140	20,000	Construction complete. Finances to be finalised.
	1632.750583. Museum Garage Area Flooring	11,627	11,627	10,651	10,968	659	Completed.
	1632.750584. Tuart Av Community Kitchen Retrofit	264,258	30,000	29,341	17,058	12,942	Project deferred to 2020/21.
	1632.750510. CASM Ablution Upgrade	31,711	4,691	15,561	4,691	0	Project deferred to 2020/21 following COVID-19 Review and \$20k added in draft 2020-21 budget.
	1632.750585. CASM Sliding Door	21,140	21,140	19,377	20,165	975	Completed.
	1632.750586. MARC LED & Lighting Control	52,851	52,851	48,440	2,851	50,000	Project to be carried over to 2020/21.
	1632.750587. Coodanup Community Centre Ablution	73,993	73,993	67,825	51,893	22,100	Construction complete. Finances to be finalised.
	1632.750588. Owen Avenue Ablution	158,554	11,664	85,109	11,664	0	Project cancelled following COVID-19 Review. Relisted in 2020/21 Ablutions-New Program.
	1632.750589. Admin Building First Floor Carpet	52,851	14,316	29,172	14,316	(0)	Project deferred to 2020/21 following COVID-19 Review.
	1632.750591. Civic Chamber Meeting Rooms	84,563	104,563	83,388	11,960	92,603	Project to be carried over to 2020/21. Construction 40% complete.
	1632.750590. Civic Building HVAC Replacement	10,570	12,370	11,336	12,370	0	Completed.
	1632.750592. MARC Aquatic Window Control Gear	40,168	40,168	36,818	24,650	15,518	Completed.
	1632.750593. MARC Roof Access Walkways	63,422	43,422	39,799	3,422	40,000	Works to commence mid June. PO705053 raised.
	1632.750594. Museum House Asbestos Removal	79,278	79,278	79,276	59,824	19,454	Completed.
	1632.750595. Museum Rear Roller Door Replacement	15,855	15,855	14,534	12,557	3,298	Completed.
	1632.750596. Museum Window Frames Replacement	26,426	26,426	24,228	29,035	(2,609)	Completed.
	1632.750600. Facility Glazing Compliance Upgrade	60,251	54,902	50,329	1,365	53,537	Works 20% complete. To be completed prior to 30/06.
	1632.750601. East Mandurah Playgroup Roller Door	10,584	10,584	9,705	5,632	4,952	Completed.
	1632.750602. Mechanical Workshop Shade Project	13,741	17,290	15,854	17,366	(76)	Completed.
	1632.750603. Southern Ops Transportable Meeting Room	84,563	84,563	70,188	168	84,395	Project to be carried over to 2020/21. Contract awarded.
	1632.750604. Falcon Pavilion Roof	26,426	9,213	12,868	9,213	0	Completed.
	1632.750605. Port Bouvard SLSC Gear Shed Re-Roof	95,133	102,133	102,133	0	102,133	Construction complete. Finances to be finalised.
	1632.750606. South Mh Football Club Pavilion	79,278	79,278	79,274	60,955	18,323	Completed.
	1632.750609. Site Main Switchboards	95,133	95,133	87,202	0	95,133	Project to be carried over to 2020/21.
	1632.750610. Dolphin Drive MATV Compound	10,468	10,468	9,595	10,330	138	Completed.
	1632.750611. Marina Ablution Facility Shed	10,468	8,321	9,576	8,321	(0)	Completed. Savings captured in COVID-19 Review.
	1632.750516. Change Rooms Upgrade Program	75,000	220,000	220,000	6,513	213,488	Project to be carried over to 2020/21.
	1632.750520. Northport Reserve, Baloo Crescent Facility	80,000	90,790	90,790	90,790	(0)	Completed.
	1632.750567. South Mandurah FC Changerooms (CSRFF)	30,000	34,850	31,942	30,000	4,850	2019/20 stage of project complete. Construction to continue in 2020/21 and to be funded by the Restart Mandurah program.
	1632.750572. MMFC Upgrade Rushton North Pav (CSRFF)	65,000	38,177	35,000	38,177	(0)	Completed.
	1632.750433. Port Bouvard Surf Life Saving Club	34,818	50,476	50,476	50,476	0	Completed.
	1632.750416. SL Peelwood Parade Reserve	23,050	47,800	47,800	47,800	(0)	Completed.
	1632.750523. Bush Fire Brigade	440,625	531,449	519,757	503,507	27,942	Completed.
	1632.750577. New 60 Peel St Demolition	30,000	23,831	23,831	23,831	0	Completed.
	1632.750524. SCC & SIPS Buildings energy upgrades	55,000	47,690	43,715	47,690	(0)	Completed.
	1632.750454. MARC/Waste Transfer Station - Solar Plan Phase 5	300,993	311,000	304,161	1,586	309,414	Project to be carried over to 2020/21. Works committed.
	1632.750501. MARC Systems Integration	110,000	36,995	44,495	21,460	15,535	Harmonics works complete. Generator integration works to be completed.
	1632.750532. Civic Building - Tuckey Room	231,698	294,936	294,936	144,796	150,140	Project to be carried over to 2020/21.
	1632.750289. RS - MARC Redevelopment Stage 2	7,458	7,663	7,663	7,663	0	Completed.
	1632.750573. MARC squash court roof drainage	20,000	3,043	3,043	3,043	0	Completed.

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

				Remaining		Comment
Account Description				Unspent	Funds	
	Adopted Budget	Annual Budget	YTD Budget	YTD Actual		
 1632.750575. Central Boardwalk	80,000	115,000	107,500	88,607	26,393	Major works 95% complete with minor landscaping still to be finished.
 1632.750451. Bortolo Reserve Sports Lighting	67,488	57,095	52,331	57,095	0	Completed.
 1632.750498. Museum Courtroom Interpretation Project		11,561	11,561	11,561	0	Completed.
 1632.750550. Indoor Sports Facility		0	0	0	0	Completed.
 1632.750612. WMC Tipping Shed Security Doors		60,000	60,000	51,713	8,287	Construction complete and financially complete.
 1632.750512. Mandurah Library Staff Workroom		0	0	(129)	129	Credit received for works on 2018/19 capital project.
 1632.750613. MARC Aquatic Condensation		44,616	37,033	7,530	37,086	To be completed prior to 30/06.
 1632.750614. Museum Office Ceiling Refurbishment		0	3,346	0	0	Project cancelled following COVID-19 Review.
 1632.750615. MSLSC Carpet Replacement		6,000	4,980	6,000	0	Completed.
 1632.750616. Park Rd SES Building Workshop Upgrade		15,000	9,150	0	15,000	Construction 30% complete. Works to progress following budget reallocation, to be completed prior to 30/06.
Bridges						
 1634.880011. Mandurah Traffic Bridge Feature Lighting	10,570	10,072	9,235	10,072	1	Completed.
 1634.880001. Old Mandurah Bridge	495,220	500,000	458,300	100,000	400,000	Project to be carried over to 2020/21. Design progressing in line with the plans for the western foreshore redevelopment and reviewing site requirements.
 1634.880010. New Bridge boardwalk extension stairway	239,190	243,234	243,230	244,774	(1,540)	Completed.
Parks						
 1635.700395. Falcon Reserve Activation Plan	250,639	250,639	208,031	41,604	209,035	Project to be carried over to 2020/21.
 1635.700396. Falcon Skate Park Upgrade	400,000	400,000	332,000	51,835	348,165	Project to be carried over to 2020/21. Works to be completed mid July.
 1635.700397. Fowler Reserve - Cricket Nets	18,000	18,000	16,495	16,980	1,020	Completed.
 1635.700398. Rushton Park Development Works	40,000	40,000	36,664	40,000	0	Completed.
 1635.700399. Lakelands Community Garden	30,000	0	12,498	0	0	Project deferred to 2020/21 following COVID-19 Review.
 1635.700436. Upgrade Billy Dowers Outdoor Space	32,000	32,000	29,335	30,940	1,060	Construction 95% complete.
 1635.700400. Westbury Way Offset Fencing	16,000	13,745	13,745	13,745	0	Completed.
 1635.700430. Kerosene Tank Bunding	15,000	15,000	15,000	3,516	11,484	Construction 75% complete.
 1635.700401. Birchley Reserve Upgrade Stage 2	136,712	136,712	136,712	134,120	2,592	Construction complete and financially complete.
 1635.700402. Falcon Bay Foreshore Stage 3 of 4	341,780	341,780	341,781	342,284	(504)	Construction complete and financially complete.
 1635.700403. Grahame Heal Reserve	96,838	96,839	96,840	14,161	82,678	Project to be carried over to 2020/21.
 1635.700404. Halls Head Recycled Water	227,854	227,854	189,119	40,079	187,775	Construction 50% complete. Underspend of \$10,000 to be allocated to budget increase for MARC Improvement to Carpark Area project.
 1635.700405. Mandjar Square Final Stage	341,780	336,780	308,707	302,970	33,810	Construction complete. Finances to be finalised.
 1635.700406. Pebble Beach Boulevard Res 46649	182,282	182,282	182,282	25,337	156,945	Project to be carried over to 2020/21.
 1635.700407. Pinjarra Road East Stage 2	284,817	284,817	284,817	280,682	4,135	Construction 95% complete. Overspend of \$20,000 to be funded from underspend on Quandong Reserve Renewal.
 1635.700408. Riverview Foreshore Stage 2	22,785	17,785	17,786	12,886	4,899	Construction complete and financially complete.
 1635.700409. San Marco Quays Playground Final Stage	22,785	24,053	24,053	24,053	(0)	Completed.
 1635.700410. Westbury Way North side POS Stage 3	227,854	227,854	227,855	201,937	25,917	Construction 95% complete.
 1635.700411. Convert Sporting Ovals to SDS	50,000	50,000	50,000	41,896	8,104	Construction 95% complete.
 1635.700412. Dawesville Reserve Firebreaks	14,810	14,810	14,810	8,034	6,776	Construction complete and financially complete.
 1635.700413. Duverney Park Picnic Facilities	22,785	22,785	22,786	20,414	2,371	Construction 95% complete.
 1635.700415. Melaleuca Reserve Shade Sail	30,760	30,760	30,761	31,170	(410)	Completed.
 1635.700416. Moorhen Green Upgrade	34,178	34,178	34,178	33,963	215	Construction complete and financially complete.
 1635.700417. Old Yacht Club Superficial Bore	41,074	41,074	41,074	26,038	15,036	Construction 95% complete.
 1635.700414. Jerramungup Gdn/Wittenoom Turn	28,481	28,481	28,482	23,721	4,760	Construction 95% complete.
 1635.700418. Shade Sales Various Sites	113,927	93,927	103,927	74,756	19,171	Construction 95% complete.
 1635.700420. Basketball Hoops Renewal	20,000	20,000	20,000	18,134	1,866	Completed.
 1635.700421. Eastern Foreshore Softfall Renewal	12,134	12,134	12,134	0	12,134	Due to commence in June, will be completed prior to 30/06.
 1635.700422. Louis Dawe Park Renewal	68,356	68,356	68,357	22,144	46,212	Project to be carried over to 2020/21.
 1635.700423. Mogum Reserve Softfall Renewal	30,000	30,000	30,000	0	30,000	Due to commence in June, will be completed prior to 30/06.
 1635.700424. Olive Road Foreshore Renewal	28,481	17,000	16,999	17,981	(981)	Construction complete and financially complete.
 1635.700425. Quandong Reserve Renewal	60,000	60,000	60,002	14,152	45,848	Construction 50% complete. Estimated completion date mid-June 2020. Underspend of \$27,000 to be allocated to Avalon Foreshore (\$7k) and Pinjarra Road East Stage 2 (\$20k).
 1635.700426. Rushton Park Fencing Renewal	20,000	20,000	20,000	17,210	2,790	Completed.
 1635.700427. Signage	56,963	16,963	16,963	13,486	3,477	2019-2020 Ongoing Program.
 1635.700431. Electric BBQ Replacement	68,708	58,708	57,982	58,696	12	Completed.
 1635.700432. Goegrup Lake Boardwalk	63,470	3,470	3,179	0	3,470	Project cancelled due to location not in the city's boundaries.
 1635.700433. Estuary Road Boardwalk	21,237	13,281	12,169	13,281	0	Completed.
 1635.700434. Bethyl Corner Renewal	158,554	140,767	134,914	120,587	20,180	Construction complete. Finances to be finalised.
 1635.700435. Power Meter Enclosures	95,133	95,133	87,202	53,137	41,996	To be completed prior to 30/06.
 1635.700429. Town Beach Shower	20,937	19,032	17,441	19,032	(0)	Completed.
 1635.700364. Mandjar Square Water Feature	199,325	196,736	180,336	196,736	(0)	Completed.
 1635.700346. Coote Reserve BMX Track	60,000	65,000	59,583	65,079	(79)	Completed.
 1635.700361. Mandjar Square Stage 3 & 4	90,000	62,150	56,976	62,150	0	Completed.
 1635.700365. Novara Foreshore Stage 3	50,000	106,354	97,482	94,801	11,553	Construction 100% complete. Finances to be finalised.
 1635.700377. MARC improvement to car park area	5,000	4,570	4,191	3,750	820	\$10,000 budget increase to be funded from underspend on Halls Head Recycled Water. Project to be carried over to 2020/21 with new budget.

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

Account Description					Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	1635.700385.	Lakes Lawn Cemetery - Signage			9,998	8,316	7,626	6,427	1,889	Construction 95% complete.
	1635.700387.	Parks and Reserves Signage			12,925	0	0	0	0	Carryover budget not required. Completed in 2018/19. Committed PO has been cancelled.
	1635.700389.	Lakes Lawn Cemetery Gates/signage			7,500	0	0	0	0	Completed.
	1635.700376.	Mandurah Rd median - Gordon to Meadow Sp			40,000	48,491	44,452	48,491	0	Completed.
	1635.700363.	Falcon Bay Foreshore Stage 2				17,798	16,316	7,388	10,410	Construction 100% complete. Finances to be finalised.
	1635.700437.	Mandurah Croquet Club Shade Structures				7,000	5,810	0	7,000	Works to commence early June following building approval. To be completed prior to 30/06.
Roads										
	1636.500946.	Flagpole Lighting ADC Buildings			15,855	5,711	5,236	5,711	(0)	Completed.
	1636.500947.	Reserve Lighting Device Upgrade			7,000	7,000	6,416	5,390	1,610	Works 80% completed.
	1636.500948.	Sthn Districts Fire Brigade (Carpark)			54,516	54,516	49,969	39,916	14,600	Construction complete. Finances to be finalised.
	1636.500949.	City Centre Parking and Signage			160,385	0	66,815	0	0	Project proposed to be cancelled following COVID-19 Review.
	1636.500950.	Smart Street Mall Upgrade			1,503,613	1,503,613	1,378,211	69,736	1,433,877	Project to be carried over to 2020/21. Civil Engineers are progressing with the detail design. On track to commence works in May.
	1636.500951.	RC Dower Street			817,747	817,747	817,747	812,409	5,339	Civil works completed.
										Construction 100% complete. Street lighting to be installed by Western Power. Underspend of \$30,000 to be allocated to Depot Stockpile Upgrades (\$15k), RR Bailey Boulevard (\$10k) TM Wilderness Drive (\$5k).
	1636.500952.	RC Mississippi Drive			436,132	371,132	378,627	240,036	131,096	
	1636.500953.	RC Peel Street			817,747	817,747	776,859	56,795	760,952	Project to be carried over to 2020/21. Construction 25% completed.
	1636.500954.	RC Pinjarra Road			760,839	760,839	760,839	741,494	19,345	Civil construction complete. Services and landscaping works to be completed.
	1636.500955.	RR Bailey Boulevard			281,154	281,154	281,155	233,493	47,661	Construction 95% complete. Increased scope costing \$10,000 to be funded from underspend on RC Mississippi Drive.
	1636.500956.	RR Beacham Street			365,501	236,006	255,753	236,005	1	Completed.
	1636.500957.	RR Clarice Street			275,531	325,531	309,256	309,465	16,066	Construction complete and financially complete.
	1636.500958.	RR Creery Street			84,347	80,056	80,057	80,056	0	Completed.
	1636.500959.	RR Fernwood Rd/Old Coast Rd			208,054	68,054	68,057	62,163	5,891	Completed.
	1636.500960.	RR Gordon Road			281,154	221,154	241,556	221,171	(17)	Completed.
	1636.500961.	RR Merrivale Street			404,862	329,561	342,209	329,561	(0)	Completed.
	1636.500962.	RR Thera Street			337,385	397,385	360,116	102,050	295,335	Project to be carried over to 2020/21. Construction 50% complete.
	1636.500963.	TM Discretionary Traffic Mgmt			109,033	109,033	103,582	62,404	46,629	Project to be carried over to 2020/21.
	1636.500964.	TM Old Coast Rd/Rutland Rd Roundabout			109,033	124,033	116,533	122,116	1,917	Construction complete and financially complete.
										Civil construction complete. Lighting to be installed, however requires minor footpath works to accommodate light pole and high pressure gas main. Increased scope costing \$5,000 to be funded from underspend on RC Mississippi Drive.
	1636.500965.	TM Wilderness Dr/Old Coast Rd			109,033	109,033	109,033	103,486	5,547	
	1636.500966.	CP Aldgate St Realignment Stage 2			81,775	41,776	61,780	7,320	34,456	Civil construction complete. Lighting to be installed.
	1636.500967.	CP Pinjarra Rd/Sutton St			32,710	62,710	62,710	69,644	(6,934)	Civil construction complete. Planting to be completed. Overspend of \$8,600 to be funded from underspend at SP Jubata Gardens.
	1636.500968.	RS Aberdeen Close			15,183	43,245	43,243	43,245	(0)	Completed.
	1636.500969.	RS Aberdeen Cl/Balmoral Pde Intersection			10,122	0	0	0	0	Funds reallocated to RS Aberdeen Close.
	1636.500970.	RS Achilles Place			67,477	40,510	40,506	40,510	(0)	Completed.
	1636.500971.	RS Aldgate St/Parkview St Intersection			16,026	24,120	22,419	18,309	5,811	Construction complete and financially complete.
	1636.500972.	RS Beam Road			56,230	44,984	44,984	44,683	301	Completed.
	1636.500973.	RS Esprit Parkway			140,577	56,685	56,685	56,685	0	Completed.
	1636.500974.	RS Ferguson St/Ivanhoe Crs			56,230	43,421	43,418	43,422	(1)	Completed.
	1636.500975.	RS Fernwood Rd/Timbers Edge Intersection			56,230	56,230	56,229	49,143	7,087	Completed.
	1636.500976.	RS Frankland Place			41,050	56,230	56,230	45,909	10,321	Completed.
	1636.500977.	RS Hillway Street			38,517	30,492	30,490	30,492	(0)	Completed.
	1636.500978.	RS Leighton Rd/Halls Head Pde			33,176	79,347	81,048	76,253	3,094	Completed.
	1636.500979.	RS Lord Hobart Dve/Addingham Blvd			16,869	297,477	297,479	202,293	95,184	Construction complete. Finances to be finalised. Potential project savings of approximately 10% following on site pavement value engineering re-design.
	1636.500980.	RS Mississippi Drive			134,954	112,462	112,462	91,615	20,847	Construction 95% complete.
	1636.500981.	RS Peel St/Ormsby Tce Roundabout			39,361	84,347	84,348	23,640	60,707	Construction 75% complete.
	1636.500982.	RS Peelwood Parade			35,706	85,000	84,996	18,409	66,591	Construction 50% completed.
	1636.500983.	RS Peelwood Pde/Mahogany Dr			25,303	27,903	27,902	27,904	(1)	Completed.
	1636.500984.	RS Watersun Drive			84,347	51,809	51,809	51,809	0	Completed.
	1636.500985.	RS Yalgor Heights			67,477	23,288	23,287	23,288	(0)	Completed.
	1636.500986.	RS Yarri Way			24,180	17,187	17,187	17,187	0	Completed.
	1636.500987.	SP Albermarle Close			28,349	0	2	2,349	(2,349)	Funds returned at Budget Review.
	1636.500988.	SP Blakeley Street			57,242	51,885	47,840	36,965	14,920	Construction 95% complete.
	1636.500989.	SP Boileau Place			19,626	19,663	18,681	19,664	(1)	Completed.
										Construction delayed, to commence in June. Technical Services requested a later start to enable Stage 1 to flow into Stage 2 (scheduled for early 2020/21) which will result in mobilisation efficiencies.
	1636.500990.	SP Cox Bay			21,807	26,807	24,017	3,029	23,778	
	1636.500991.	SP Dichondra Pass			58,333	54,064	51,362	52,842	1,222	Construction complete and financially complete.
	1636.500992.	SP Duverney Park PAW			70,872	70,872	67,331	65,711	5,161	Construction complete and financially complete.
	1636.500993.	SP Gillark Street			32,165	42,679	40,545	42,680	(1)	Completed.
	1636.500994.	SP Janice Avenue			119,936	98,144	93,237	98,144	0	Completed.
	1636.500995.	SP Jubata Gardens			39,252	56,059	54,709	42,481	13,578	Completed. Underspend of \$8,600 to be allocated to overspend at CP Pinjarra Road/Sutton Street.
	1636.500996.	SP Lefroy Street			52,881	35,612	37,432	28,069	7,543	Construction complete and financially complete. Underspend of \$4,265 to be allocated to SP Old Coast Road, Halls Head.
	1636.500997.	SP Mandurah Road, Erskine			21,807	10,000	9,501	3,659	6,341	Construction not going ahead. Design costs to be finalised.

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

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

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

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

FINANCING ACTIVITIES

NOTE 7

BORROWINGS

Repayments - Borrowings

Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	1 July 2019	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety									
Port Bouvard Surf Life Saving Club [316(v)]	15,279			15,266	13,999	13	1,280	240	257
Health						0	0		
						0	0		
Community amenities									
Compactor Waste Trailers and Dolly	295,119			49,506	52,571	245,613	242,548	7,980	10,141
Waste Water Reuse	190,214			47,779	40,548	142,435	149,666	4,922	6,332
Halls Head Ablution Block	126,809			31,852	27,032	94,957	99,777	3,281	4,221
Halls Head Recycled Water		0	200,000	0	1,372	0	198,628	0	635
Ablutions 19/20		0		0	1,030	0	-1,030	0	476
Recreation and culture									
Allnutt Reserve Bowling Facility [316(iii)]	71,504			64,881	65,515	6,623	5,989	1,018	1,200
Town Beach Ablutions [316(vii)]	30,557			26,716	27,999	3,841	2,558	419	513
Rushton Park Redevelopment [318(ii)]	528,987			207,426	168,523	321,561	360,464	4,644	16,142
Meadow Springs Pavillion [318(iii)]	396,741			155,813	126,393	240,928	270,348	3,489	12,107
Mandurah Rugby Club	82,842			36,922	40,025	45,920	42,817	1,864	2,287
Mandurah Cricket Club	27,611			12,315	13,350	15,296	14,261	621	762
Mandurah Football & Sporting	242,296			70,498	75,925	171,798	166,371	6,117	7,655
Mandurah Rugby Club	18,637			5,426	5,843	13,211	12,794	470	589
Allnutt Reserve Bowling Facility	1,641,209			502,301	517,401	1,138,908	1,123,808	19,803	52,167
Ablutions - Netball Centre [329(ii)]	130,469			38,283	40,882	92,186	89,587	2,393	4,122
Parks Construction [329(v)]	128,976			38,283	40,415	90,693	88,561	2,393	4,075
Halls Head Bowling Club Upgrade	344,004			30,139	31,024	313,865	312,980	9,703	12,440
Parks - Falcon Bay Reserve	97,095			22,654	22,253	74,441	74,842	334	3,240
Aquatic & recreation Centre	922,603			145,033	138,889	777,570	783,714	11,992	32,411
Aquatic & recreation Centre Stage 1	582,882			71,943	70,073	510,939	512,809	11,283	20,719
Aquatic & recreation Centre Stage 2	1,494,078			198,486	180,818	1,295,592	1,313,260	16,278	53,470
Eastern Foreshore Wall	973,173			125,394	117,082	847,779	856,091	13,668	34,622
MARC Stage 2	1,648,544			439,466	351,420	1,209,078	1,297,124	16,287	54,878
Falcon Bay Seawall	317,481			78,912	67,677	238,569	249,804	8,227	10,568
MARC Solar Plan	191,804			16,620	17,096	175,184	174,708	5,413	6,940
Novara Foreshore Stage 2	383,609			33,241	34,192	350,368	349,417	10,825	13,880
Falcon Bay Foreshore Development	383,609			33,241	34,192	350,368	349,417	10,825	13,880
Mandjar Square Development	479,513			41,647	42,734	437,866	436,779	13,430	17,350
Lakelands DOS	2,665,001			274,482	239,294	2,390,519	2,425,707	33,936	97,162
Falcon Seawall	500,167			37,580	42,021	462,587	458,146	12,690	18,195
Manjar Square Stage 3 and 4	1,000,332			83,931	84,029	916,401	916,303	16,609	36,391
Novara Foreshore Stage 3	200,067			14,993	16,806	185,074	183,261	5,115	7,278
Western Foreshore Recreation Precinct		0	1,270,000	0	8,712	0	1,261,288	0	4,033
Smart Street Mall Upgrade		0	1,500,000	0	10,288	0	1,489,712	0	4,764
Westbury Way North side POS Stage 3		0	200,000	0	1,372	0	198,628	0	635
Falcon Bay Foreshore Stage 3 of 4		0	300,000	0	2,058	0	297,942	0	953
Mandjar Square Final Stage		0	300,000	0	2,058	0	297,942	0	953
Falcon Skate Park Upgrade		0	200,000	0	1,372	0	198,628	0	635
Transport									
Road Construction [316(ii)]	228,874			206,092	209,707	22,782	19,167	3,234	3,843
Car Parking [316(iv)]	16,807			15,266	15,400	1,541	1,407	240	282
Road Construction [318(v)]	1,322,469			518,079	421,309	804,390	901,160	11,600	40,356
Drainage [318(iv)]	132,248			51,613	42,131	80,635	90,117	1,156	4,036
Road Construction [329(ii)]	279,574			83,323	87,605	196,251	191,969	5,208	8,833
Drainage Construction [329(iii)]	93,191			27,024	29,201	66,167	63,990	1,689	2,944
Peelwood Oval - Parking [329(iv)]	37,277			11,260	11,681	26,017	25,596	704	1,178
Path Construction [329(vi)]	21,247			6,756	6,658	14,491	14,589	422	671
Street Lighting [329(viii)]	27,958			9,008	8,760	18,950	19,198	563	883
Road Construction	433,530			103,202	99,358	330,328	334,172	1,520	14,469
New Pedestrian Bridge Construction	596,197			104,943	106,210	491,254	489,987	11,195	20,486
New Road Construction	661,855			106,990	99,077	554,865	562,778	4,858	23,155
New Road Construction	752,108			91,495	90,409	660,613	661,699	15,887	26,735
WMC Tims Thicket	112,813			12,978	13,570	99,835	99,243	3,137	4,010
Road Construction	500,902			125,908	106,777	374,994	394,125	12,859	16,674
MARC Carpark	380,432			95,550	81,097	284,882	299,335	9,844	12,664
MPAC Forecourt	158,514			39,811	33,790	118,703	124,724	4,102	5,277
Mandurah Marina	191,804			16,620	17,096	175,184	174,708	5,413	6,940
MARC Carpark	287,709			24,925	25,638	262,784	262,071	8,119	10,410
Mandurah Foreshore Boardwalk Renewal	431,563			37,490	38,457	394,073	393,106	12,076	15,615
Smoke Bush Retreat Footpath	95,900			8,316	8,554	87,584	87,346	2,706	3,470
New Road Construction	1,346,886			142,118	120,927	1,204,768	1,225,959	13,741	49,101
New Boardwalks 18/19	500,167			37,580	42,021	462,587	458,146	12,690	18,195
Coodanup Drive - Road Rehabilitation	100,034			7,497	8,409	92,537	91,625	2,557	3,639
Pinjarra Road Carpark	200,067			14,993	16,806	185,074	183,261	5,115	7,278
New Road Construction 18/19	1,650,547			140,106	138,675	1,510,441	1,511,872	25,774	60,044
South Harbour Upgrade	0	0	230,000	0	1,578	0	228,422	0	730
New Road Construction 19/20	0	0	1,100,000	0	8,231	0	1,091,769	0	3,811
Other property and services									
Office Building	460,823			224,833	243,983	235,990	216,840	9,995	12,193
Information Systems [316(i)]	15,278			15,266	13,999	12	1,279	240	257
IT Server Room Upgrade [316(vi)]	41,252			38,165	37,797	3,087	3,455	599	693
IT Communications Equipment [318(i)]	105,796			40,901	33,704	64,895	72,092	916	3,228
IT Equipment [329(vii)]	38,021			11,260	11,914	26,761	26,107	704	1,201
Land Purchase	1,848,929			572,035	584,038	1,276,426	1,264,891	16,844	58,886
Civic Building - Tuckey Room Extension	500,167			37,580	42,021	462,587	458,146	12,690	18,195
	29,682,151	0	5,300,000	5,930,483	5,630,871	23,751,668	29,351,280	474,661	1,029,460

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

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

Repayments - Borrowings

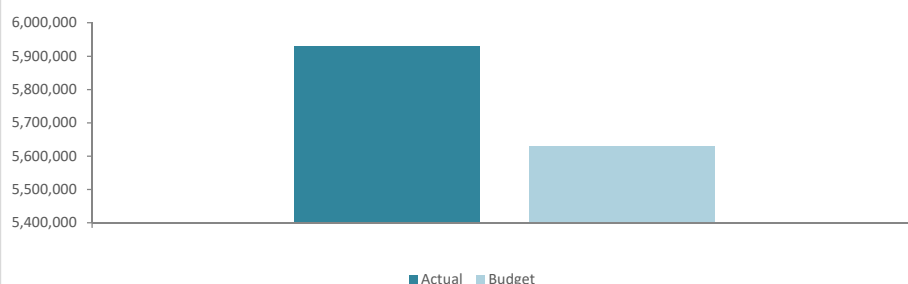
Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total	29,682,151	0	5,300,000	5,930,483	5,630,871	23,751,668	29,351,280	474,661	1,029,460
Current borrowings	5,630,871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

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

2019/20 Principal Repayments



Principal Repayments

\$5,930,483

Interest Expense

\$474,661

Loans Due

\$23.75 M

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

NOTE 8

OPERATING GRANTS AND CONTRIBUTIONS

Operating Grants, Subsidies and Contributions Revenue

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

NON-OPERATING GRANTS AND CONTRIBUTIONS

Non Operating Grants, Subsidies and Contributions Revenue

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

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

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

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

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

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

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

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

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

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

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

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

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

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

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

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

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

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

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

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

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

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

**NOTE 11
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL**

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

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

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

NOTE 12
EXPLANATION OF MATERIAL VARIANCES

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

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

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

Capital Works 2019/20 Carryover Projects

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

Asset type	Description	Actuals 01/05/2020	Current Budget	% Completed Inc. CMT	Proposed Capital Expenditure Budget 2019/20
Total Plant & Machinery		485,349	1,146,078		946,237
Other	Road Sweeper Spoil	1,647	65,000	12%	20,000
Total Other		1,647	65,000		20,000
Buildings	Lakelands DOS Clubroom Facility	1,829,093	2,757,070	96%	2,757,070
Parks	Lakelands DOS	101,057	256,984	39%	101,057
Parks	Lakelands DOS	66,995	82,113	86%	70,589
Parks	Lakelands DOS	5,369	89,783	37%	33,015
Parks	Lakelands DOS	20,490	89,828	23%	20,490
Parks	Lakelands DOS	15,928	1,141,106	2%	160,000
Parks	Lakelands DOS	206,579	178,084	138%	252,747
Parks	Lakelands DOS	-	311,941	1%	311,941
Total Lakelands DOS		2,245,512	4,906,909		3,706,909
Other	Eastern Foreshore South Precinct	14,784	2,255,420	2%	100,000
Other	Western Foreshore Recreation Precinct	89,911	4,029,683	57%	400,000
Total Waterfront Redevelopment		104,695	6,285,103		500,000
GRAND TOTAL		4,007,119	18,890,223		7,825,901

Proposed Carryover Expenditure to 2020/21
199,841
45,000
45,000
-
155,927
11,524
56,768
69,338
981,106
(74,663)
-
1,200,000
2,155,420
3,629,683
5,785,103
11,064,322

Funding Current Budget	
External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)
-	1,146,078
-	65,000
-	65,000
210,000	2,547,070
975,000	(718,016)
	82,113
	89,783
	89,828
	1,141,106
	178,084
	311,941
1,185,000	3,721,909
2,250,000	5,420
2,750,000	1,279,683
5,000,000	1,285,103
6,935,000	11,955,223

Proposed Funding 2019/20	
External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)
-	946,237
-	20,000
-	20,000
210,000	2,547,070
-	101,057
	70,589
	33,015
	20,490
	160,000
	252,747
	311,941
210,000	3,496,909
94,580	5,420
390,317	9,683
484,897	15,103
1,221,410	6,604,491

COM Funding Variance for Proposed Carryovers
199,841
-
45,000
45,000
-
-
(819,073)
11,524
56,768
69,338
981,106
(74,663)
-
225,000
-
-
1,270,000
1,270,000
5,350,732

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

3	SUBJECT:	Waste Alliance Budget and Refuse Charge 2020/21
	DIRECTOR:	Director Corporate Services
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

The City operates its waste management services in an Alliance with its commercial partner, Cleanaway Pty Ltd. The contractual arrangement has enabled the City to participate in the financial performance of the contract and to work with its Alliance partner to develop and refine services.

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

Council is requested to endorse the 2020/21 Waste Alliance budget (detailed in Confidential Attachment 3.1) and the inclusion of a waste management charge of \$273.

Disclosure of Interest

The Mayor, Chief Executive Officer, Director Works and Services and Director Corporate Services are members of the Waste Alliance Board, as representatives of the City.

Previous Relevant Documentation

Nil

Background

The Waste Alliance was originally formed in 2000 between Cleanaway and the City. Its philosophy was that, by working collaboratively on the provision of a waste management service, the community would benefit through better service provision and cost control. The key elements of the contract are:

- Contract length

The original contract was for a period of ten years commencing in 2000/2001. The contract specified a set of financial and non-financial key performance indicators. If Cleanaway achieved full performance in a year, the company would be entitled to seek an additional one-year contract extension, subject to Council approval, up to a maximum of five years. The Company was successful in securing the maximum number of contract extensions until 31 August 2015. In May 2015 Council approved a two-year extension of the contract contingent upon the transfer of ownership of the mobile garbage bins from Cleanaway to the City.

Following this period, the services were subject to a tender process and a further contract was awarded to Cleanaway from 1 September 2017 for a period of seven years. In a similar manner to the previous contract, Cleanaway can earn up to three one-year extensions depending on achievement of key performance indicators.

Services provided

The following services are provided under the contract:

- Refuse pick up including foreshore, parks and reserves
- Recycling pick up including foreshore, parks and reserves
- Verge waste collections (green waste & hard waste)
- Management of Waste Management Centre including transportation of waste to landfill
- Management of Tims Thicket inert landfill and septage site (if approval is granted)
- Provision of a customer call centre and waste education services
- Illegal dumping and collection of dead animals on roads
- Governance

Although day-to-day operating management is the responsibility of Cleanaway, overall management of the Alliance takes place through a Management board. This consists of four representatives from the City and four from Cleanaway. The City representatives are the Mayor, Chief Executive Officer, Director Works and Services, and Director Corporate Services. The Board meets on a quarterly basis and is responsible for governance, oversight and strategic planning.

An Operations Management Team meets on a monthly basis with the purpose of resolving operational issues, recommending initiatives to the Alliance Board, and carrying out financial management including budget setting. The City's representatives are the Co-ordinator Waste Management, Manager Financial Services and Waste Management Officer.

Financial

Unlike a standard contract where payments are made to the contractor and, if the contractor is able to make savings they retain this as extra profit, the Alliance contract provides for risk sharing. Initially this was on the basis that both savings and over-expenditures were shared on an equal basis. If good cost control was applied consistently, the City had a reasonable expectation that it could recoup some monies paid out under the contract.

However, some costs are volatile and are outside the scope of Cleanaway to control. The contract provides for the fact that fuel costs and verge side collections would be treated in a different manner to the rest of the Alliance expenditure. The current agreed basis of distribution is:

Activity	Risk borne by the City	Risk borne by Cleanaway
Fuel	90%	10%
Kerbside collections	90%	10%
Transport costs	75%	25%
All other costs	50%	50%

Each year a budget is prepared for waste management services and is discussed with, and approved by, the Waste Alliance Board, pending Council approval.

Comment

Noting a general assumption of a 1% growth in services to reflect growth in bin services, a summary of the Waste Alliance budget together with other non-Alliance costs and revenues for 2020/21 is as follows:

Waste Alliance	2019/20 Budget (\$'000)	2020/21		
		Budget (\$'000)	Variance	
			\$'000	%
Refuse collection	2,261.6	2,297.2	35.6	2%
Recycling collection	2,009.2	2,019.5	10.3	1%

Miscellaneous services	831.0	855.0	24.0	3%
Tims Thicket	439.4	410.1	(29.3)	-7%
Waste Management Centre	3,093.9	3,167.8	73.9	2%
Kerbside - greenwaste	428.3	438.1	9.8	2%
Kerbside - hardwaste	408.9	416.9	8.0	2%
Illegal dumping/dead animals	66.5	71.4	4.9	7%
Customer Services Unit	219.2	223.5	4.3	2%
Total	9,758.0	9,899.5	141.5	1%
Non Alliance Costs				
Landfill disposal costs	2,149.2	2,100.0	(49.2)	-2%
All other costs	1,487.4	1,923.2	435.8	29%
Total non-Alliance	3,636.6	4,023.2	386.6	11%
Total Waste Management	13,394.6	13,922.7	528.1	4%
Less other revenue	1,888.6	1,711.8	176.8	-9%
Less transfer from reserve		120.4		
Net Waste Management Costs	11,506.0	12,210.9	704.9	6%
Fee per household	\$ 273	\$ 273	-	

There has been little change in the costs relating to waste in 2020/21. The increase in net costs of 6% estimated in the 2020/21 is primarily attributable to two key areas:

Salary Costs

The additional salary costs in all of the Alliance areas relate to Cleanaway's Enterprise Agreement in which they are required to increase their employee's salaries by 2.5%. This is a cost they must pass on and although salaries have increased by 2.5% the overall increase in costs has not increased by the same rate.

Miscellaneous Services

Due to the increased use of waste services in public spaces, it is estimated that the total costs to service the community demand will increase by 3%. Also include in this area is the allocation of \$50,000 for the introduction of compostable dog bags with dispenser rolls.

All Other Costs

An increase of \$435K from the previous financial year primarily relates to:

1. Rivers Regional Council subscription was not included in the waste budget for 2019/2020 year. This cost has now been included in the budget which has increased the amount by \$100,000.
2. Consultants for Tims Thicket septic of \$50,000.
3. Rehabilitation works to the old landfill cells at Tims Thicket in accordance with the approved rehabilitation plan of \$150,000.

4. Motor vehicle costs relating to the City's fleet allocated to waste of \$60,000.

Two further points should be noted:

- The City has not increased the waste charge for the 2020/2021 year.
- Waste services are cost neutral. That is, the City must collect in revenue the same amount that it costs to carry out the waste service. In order for the waste fee to be cost neutral, the 2020/21 budget includes a transfer of reserve of \$120,439. If the Council did not transfer the balance of the funds from reserve, the waste charge would have to increase by just under \$3 to cover the waste costs associated with the service.

Consultation

Cleanaway Pty Ltd.

Statutory Environment

Section 67 of the *Waste Avoidance & Resource Recovery Act 2007* - Local government may impose a receptacle charge

Policy Implications

Nil

Economic Implications

Economic implications have been outlined in the report.

Risk Analysis

In recycling, the market for mixed plastics remains volatile and commodity pricing unstable. Although the risk of problems with recycling/disposal must be considered high, the consequences to households in terms of cost may be moderate, although it is impossible to quantify the effect.

Strategic Implications

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

Organisational Excellence:

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

Conclusion

A review of the Waste Alliance and non-Alliance budgets shows that the City can carry out its waste service at the same charge as the 2019/20 year. It is recommended that the refuse management charge for 2020/21 remain at \$273 (no increase).

NOTE:

- Refer ***Confidential Attachment 3.1 Waste Alliance Budget 2020/21***

RECOMMENDATION

That Council endorse:

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

4	SUBJECT:	Adoption of Annual Budget for 2020/2021
	DIRECTOR:	Director Corporate Services
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

It is recommended that Council approve the 2020/2021 Annual Budget as detailed in Attachment 4.1.

Disclosure of Interest

N/A

Previous Relevant Documentation

- SP .3/5/20 12/05/2020 Adoption of rates for advertising:

Background

The City's Long Term Financial Plan (LTFP) was adopted in March 2020 with the first year forming the basis of the 2020/2021 Annual Budget. City officers reviewed all capital and operating items from the LTFP and adjusted where necessary to reflect the current environment. The draft budget was also updated to reflect the proposed 5% reduction in business improved rates and a 0% change for all other differential rate categories.

Comment

The City is estimated to generate \$80.2 million in rates revenue equating to 72.54% of total operating revenue. Other operating revenues come from grants (3.14%), fees and charges (22.80%), interest (1.32%), profit on disposal of assets (0.02%) and other income such as reimbursements (0.21%). Operating revenue is estimated to total \$110.58 million for the 2020/2021 year.

Operating expenditure totals \$135.20 million for the year comprising of employee costs (35.78%), materials and contracts (32.39%), Utilities (3.05%), interest expense (0.91%), insurance (0.64%) depreciation (26.81%), loss on disposal of assets (0.26%) and other expenses (0.15%). After removing non-cash items such as depreciation and disposal of assets, the City has \$11.97 million left to spend on capital and financing activities.

The draft 2020/2021 budget includes \$43.07 million in capital expenditure including the \$4.83 million restart Mandurah capital program funded from reserves. The balance of \$2,785,000 in the Restart Mandurah Funding Program will be allocated to other initiatives as determined by Council to be delivered over the next two years.

The remaining capital expenditure is funded from loans (\$7.93 million), reserves (\$4.19 million), unspent grants (\$5.26 million), proceeds on sale of plant (\$1.02 million), new grant funding (\$11.28 million) and municipal funds (\$8.55 million).

City officers have estimated a brought forward surplus of \$2.197 million comprising of \$1.68 million from the 2020/2021 Financial Assistance Grants paid in advance and a \$509,600 surplus from the 2019/2020 financial year. It is expected that if all revenue is realised, expenditure is incurred and other movements are made during the 2020/2021 financial year, that at 30 June 2021 there will be a closing deficit of \$358,718.

Major operating programs

The City will continue to fund its Libraries with an investment of \$3.45 million. This funding includes programs at the libraries such as Arty Kids, Book Club and learning programs while also taking into account the hire of meeting rooms and day to day library operations.

Recreation centres will be funded with an investment of \$3.41 million for the 2020/2021 year including operating the gym, aquatic areas, swim school, café, courts and group fitness programs.

The City will invest in youth development at \$1.07 million. This funding includes the operations of the Billy Dower Youth Centre and associated youth programs.

Services provided for seniors including the Senior Citizens Centre and Dining hall facilities are funded to a total of \$752,000.

Festivals and events including the Crabfest, Christmas events and Winter Wonderland 2021 are also included in the budget with an investment of \$2.07 million.

The City continues to its economic development program with an investment of \$3.27 million. This includes the operations of City Centre business unit, City Centre activation programs and the contribution to Make Place, the Mandurah Performing Arts Centre and Visit Mandurah.

Maintaining the City's parks, sport grounds, native bushland, street trees and beaches is a significant investment of \$13.49 million (excluding depreciation) while road, kerbing and footpath maintenance, drainage, street sweeping and other maintenance includes funding of \$6.47 million.

Major Capital items

The draft budget for 2020/2021 includes the following major capital projects:

Project	City funded amount
Enclosed dog park	\$213,492
Bortolo reserve fire track	\$417,233
Shared cycle paths new program	\$630,230
Falcon Bay upgrade – stage 4 of 5	\$339,261
Novara Foreshore stage 4	\$452,348
Road renewal program	\$1,093,799
Eastern/Western Foreshore upgrade	\$1,885,000
Smart Street Mall	\$1,000,000
Restart Mandurah program	\$4,830,000
Building renewal and upgrade program	\$827,392
Parks renewal and upgrade program	\$1,366,908
Road rehabilitation program	\$976,961

Proposed rates

Council resolved at the Special Council Meeting held on 12 May 2020 that for advertising purposes, the rate in the dollar be decreased by 5% for business improved properties and held a 0% increase for all other rate categories. The budget has been prepared on this basis.

The following rates in the dollar and minimum payments for the 2020/2021 year are recommended for adoption:

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

The City also levies Specified Area Rates for certain areas. City officers have reviewed each category and, at the Special Council meeting of 12 May 2020, Council resolved to adopt the following Specified Area Rates for advertising purposes:

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

The Statement of Objects and Reasons for Differential Rating for 2020/2021 was advertised for viewing at the same time as the request for submissions were called for the proposed 2020/2021 differential rates. There was no comments in relation to the Statement of Objects and Reasons for Differential Rating for 2020/2021 and therefore it is recommended for Council approval.

Swimming Pool Inspection Fee

The swimming pool inspection fee will remain at \$30 in the 2020/2021 financial year. A swimming pool is inspected once every four years.

Reserve transfers

The Long term Financial Plan included a consolidation of reserve amounts. The following reserves are recommended to be closed and the funds allocated to the nominated reserves as detailed below:

Reserve	
Cultural centre	Reallocate balance to Building reserve and remove reserve
Museum	Reallocate balance to Building reserve and remove reserve
Property Acquisition	Retain \$2,000,000 and transfer the remaining balance to Building reserve
Aquatic and Recreation centre	Remove reserve
Community Improvements	Reallocate balance to Building reserve and remove reserve
Traffic Bridge	Remove reserve
Inert Landfill	Reallocate balance to Tims Thicket Inert reserve and remove reserve
Road network	Remove reserve
Arts and craft centre	Reallocate balance to Building reserve and remove reserve
Sand Pit Restoration	Reallocate balance to Asset Management reserve and remove reserve
Emergency Relief Fund	Reallocate balance to Asset Management reserve and remove reserve
Interest on Investments	Reallocate balance to Asset Management reserve and remove reserve

Soccer Club Rooms Refurbishment	Reallocate balance to Building reserve and remove reserve
Port Bouvard Surf Life Saving Clubrooms	Reallocate balance to Building reserve and remove reserve
Refurbishment Bortolo Pavilion	Reallocate balance to Building reserve and remove reserve
Refurbishment Rushton Park	Reallocate balance to Building reserve and remove reserve
Refurbishment Meadow Springs Pavilion	Reallocate balance to Building reserve and remove reserve
City Facility Relocation Reserve	Reallocate balance to Building reserve and remove reserve
Sanitation Reserve	Change name to Waste Facilities Reserve Fund

Consultation

The City received one submission during the consultation period:

Name (First)	Name (Last)	Submission Comments
Andrew	McKerrell	<i>On behalf of the Peel Chamber of Commerce and Industry Inc. and the wider business community representing both the commercial property owner and the tenant, I hereby object to the proposed differential rates for Business Improved and Business Vacant properties for the 2020/2021 financial year. First and foremost, before elaborating on the reasoning behind this objection we must acknowledge the City of Mandurah's proposed 5% rate decrease for businesses as a monumental step forward and greatly needed during this difficult economy time, however the Peel CCI believes this decrease should increase from 5% to upwards of 15%.</i> <i>It is unanimously believed that the global COVID-19 pandemic has destroyed business and our economy both locally and nationally changing the very fabric of our society and how we function. Many members of our community have experienced a total loss of income or employment for either a short or ongoing period of time greatly affecting their budgets at all levels both business and in the home. Everyone, regardless of position, status or sector has had to adjust their operations and budgets causing all to cut their cloth to suit the situation. One thing that has not changed is the obligation and requirement of government fees and charges, which remain unchanged. Because of this, businesses are now under an unprecedented amount of financial pressure and given the forecasts for the next two financial quarters coupled with continuously plummeting property values and increasing social issues, this is only going to get worse. In order for businesses to be able to pay these fees and charges they must remain financially viable with sustainable income streams and strong supply chains.</i> <i>In some ways a Local Government is also a business and to this point must also consider protecting their main income source in order to remain viable and deliver the required services, and must therefore work to improve this source to grow their business and service offering. The question now is, what is the City of Mandurah's main income source and how do we focus on nurturing and enabling that source to grow itself and ultimately grow the City's income - Focus the dollar on things that generate more dollars.</i> <i>For this reason, we call on the City of Mandurah to refocus their efforts to building business and industry attraction as through this new focus we will see an increase</i>

	<i>in economic opportunities enabling growth through trade resulting in increased employment opportunities in sustainable sectors, assisting us as a city to transform our economy from one that is currently seasonal based on the existing economic drivers, to one of diversity and resilience. Right now, there is little existing incentive for business to do business in Mandurah, we now have the opportunity to change this so let's work collectively to change this.</i> <i>An alternate and more suitable option for consideration would be a reduction in fees and charges for the State Government emergency period reflective of a business's financial loss with proof of loss and/or hardship. Understanding this would result in a significant reduction in Council revenue to which State Government assistance would be required thus requiring a joint advocacy effort to the State Government, the Peel Chamber will commit to fully supporting the City of Mandurah in this effort.</i> <i>Business is the cornerstone of a functional and productive community, providing employment, vibrancy, culture, a sense of place and belonging, growth and prosperity; without business, all that is left is a housing estate.</i>

Statutory Environment

The Annual Budget has been prepared in accordance with the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

Section 6.2 of the *Local Government Act 1995* requires Council to prepare an annual budget.

Policy Implications

N/A

Economic Implications

The proposed economic implications for all services, programs and projects are identified in the 2020/2021 Annual Budget. It is estimated that there will be a closing deficit of \$358,718 at 30 June 2021.

It is recommended that Council approve the Chief Executive Officer and Mayor to enter into a Master Lending Agreement with Western Australian Treasury Corporation to borrow up to \$20 million for a short-term loan to fund any potential cash flow problems that arise in the 2020/2021 as a result of COVID-19 and the economic impact it is creating. The Western Australian Treasury Corporation is assisting local governments through short term loans to cover any cash flow problems that may arise from collection of rates and other revenue whilst COVID-19 still impacts the economy. A requirement of the Council is to endorse the City's 12 month cashflow prediction as part of the resolution, which is detailed in Attachment 4.4. Although it is unlikely that the City will need to utilise this loan, it is important to include the proposal in case the City promptly needs to access funds if there is insufficient cash flow coming in.

Risk Analysis

The COVID-19 pandemic has caused uncertainty and while the restrictions are easing there is still an unknown effect into the 2020/2021 year.

Strategic Implications

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

Organisational Excellence:

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

Conclusion

City officers have prepared the draft 2020/2021 budget for adoption in accordance with the *Local Government Act 1995* and relevant regulations. It contains a small deficit for the 2020/2021 financial year.

NOTE:

- Refer **Attachment 4.1** *2020/2021 Statutory Annual Budget*
Attachment 4.2 *2020/2021 Statement of Objects and Reasons for Differential Rating for 2020/2021*
Attachment 4.3 *Fees and Charges Schedule*
Attachment 4.4 *Western Australian Treasury Corporation 12 month cash flow*

RECOMMENDATION

That Council approve:

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

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

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

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

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

6. The due dates for payment of the instalment options are:
 - 6.1 One payment in full - Wednesday 11 November 2020
 - 6.2 Two instalment option – First instalment Wednesday 11 November 2020. Second instalment Monday 11 March 2021.
 - 6.3 Four instalment option – First instalment Wednesday 11 November 2020. Second instalment Wednesday 13 January 2021. Third instalment Monday 15 March 2021. Fourth instalment Monday 17 May 2021.
7. 7.1 The administration charge of:
 - 7.1.1 \$3 for the two instalment plan; and
 - 7.1.2 \$9 for the four instalment plan;on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the Rates and Charges (Rebates and Deferments) Act 1992.
- 7.2 The administration charge of \$20 per arrangement in the case where ratepayers request an alternative arrangement.
8. The interest rate of 5.5% on all accounts where the owner elects to pay rates and charges by instalments in accordance with section 6.45(4)(e) of the *Local Government Act 1995*, other than rates and charges where the property is owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.
9. From 1 October 2020, that interest will start to be charged at an interest rate of 7% and costs of proceedings to recover such charges on all rates and charges that remain unpaid after becoming due and payable, in accordance with section 6.51(1) of the *Local Government Act 1995*.
10. From 1 October 2020, that interest will start to be charged at an interest rate of 7% on all money owed (other than rates and service charges), that is outstanding for more than 113 days after the date of issue of invoice, in accordance with section 6.13 of the *Local Government Act 1995*.
11. Early Payment Incentives:

In accordance with the provisions of section 6.46 of the Local Government Act 1995, offer an early payment incentive for the payment of rates and charges being full payment of all current and arrears of rates including specified area rates, emergency services levy, domestic refuse charge and private swimming pool inspection fees within 35 days of the issue date on the annual rate notice, for eligibility to enter the early incentive prize draw. Five x \$1,000 cash prizes and five x 12 month MARC Lifestyle membership (value \$920 per membership).
12. The swimming pool inspections fee, conducted every four years, be levied at \$30 annually.
13. The review of fees has been released by the Salary and Tribunal Determination and adopt the following:
 - 13.1. Set the annual attendance fee at \$31,678 to be paid to Councillors;
 - 13.2. Set the annual attendance fee at \$47,516 to be paid to the Mayor;
 - 13.3. Set the annual Mayoral Allowance at \$89,753;
 - 13.4. Set the annual Deputy Mayoral Allowance at \$22,438; and
 - 13.5. Set an annual Information and Communications Technology Allowance at \$3,500.
14. The Fees and Charges schedule set out in Attachment 4.3.

15. Material Variance for the 2020/2021 financial year in accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* to be used in the monthly statements of financial activity to be the greater of:
- 15.1 10%; or
 - 15.2 \$100,000.

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

- 16 The reserve amendments as follows:

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

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

ABSOLUTE MAJORITY REQUIRED

Statutory Budget

2020-2021



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

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

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

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

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

CITY OF MANDURAH

FOR THE YEAR ENDED 30 JUNE 2021

BASIS OF PREPARATION

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

2019/20 ACTUAL BALANCES

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

CHANGE IN ACCOUNTING POLICIES

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

AASB 1059 Service Concession Arrangements: Grantors

AASB 2018-7 Amendments to Australian Accounting Standards - Materiality

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

KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

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

SERVICE CHARGES

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

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

PROFIT ON ASSET DISPOSAL

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

REVENUES (CONTINUED)

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

FEES AND CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

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

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

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

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

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

OBJECTIVE

GOVERNANCE

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

ACTIVITIES

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

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

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

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

HEALTH

To provide an operational framework for environmental and community health.

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

EDUCATION AND WELFARE

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

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

COMMUNITY AMENITIES

To provide services required by the community.

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

RECREATION AND CULTURE

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

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

TRANSPORT

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

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

ECONOMIC SERVICES

To help promote the local government and its economic wellbeing.

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

OTHER PROPERTY AND SERVICES

To monitor and control operating accounts.

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

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

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		80,692,181	82,942,091	81,015,588
Operating grants, subsidies and contributions		3,963,832	6,958,818	3,605,314
Fees and charges		25,208,275	22,211,166	26,746,571
Interest earnings		1,460,000	1,361,552	2,245,000
Goods and services tax		300,000	375,204	5,912,130
Other revenue		235,500	263,800	141,500
		111,859,788	114,112,631	119,666,103
Payments				
Employee costs		(48,372,090)	(46,697,686)	(47,241,000)
Materials and contracts		(43,544,015)	(48,918,006)	(46,501,114)
Utility charges		(4,120,720)	(4,218,509)	(3,888,000)
Interest expenses		(1,234,093)	(644,457)	(1,049,632)
Insurance expenses		(870,573)	(1,013,504)	(1,013,000)
Goods and services tax		0	0	(6,000,000)
Other expenditure		(202,500)	(200,000)	(200,000)
		(98,343,991)	(101,692,162)	(105,892,746)
Net cash provided by (used in) operating activities	3	13,515,797	12,420,469	13,773,357
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	4(a)	(7,440,965)	(8,319,375)	(10,364,655)
Payments for construction of infrastructure	4(a)	(35,625,244)	(17,309,625)	(29,351,997)
Non-operating grants, subsidies and contributions		11,279,174	10,880,271	10,757,000
Proceeds from sale of plant and equipment	4(b)	1,020,562	916,686	1,609,000
Proceeds on other loans and receivables [describe]		100,000	94,052	270,000
Net cash provided by (used in) investing activities		(30,666,472)	(13,737,991)	(27,080,652)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	6(a)	(25,410,640)	(6,364,619)	(4,960,705)
Principal elements of lease payments	7	(807,905)	(1,295,492)	
Proceeds from new borrowings	6(b)	27,500,000	2,750,000	5,950,000
Net cash provided by (used in) financing activities		1,281,455	(4,910,111)	989,295
Net increase (decrease) in cash held		(15,869,220)	(6,227,633)	(12,318,000)
Cash at beginning of year		39,312,663	45,540,296	43,722,000
Cash and cash equivalents at the end of the year	3	23,443,443	39,312,663	31,404,000

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

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

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

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

CITY OF MANDURAH
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FOR THE YEAR ENDED 30 JUNE 2021

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

1. RATES AND SERVICE CHARGES

(a) Rating Information

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

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

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

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

1. RATES AND SERVICE CHARGES (CONTINUED)

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

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

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

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

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

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

Differential general rate

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

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE BUDGET

FOR THE YEAR ENDED 30 JUNE 2021

Urban development Super-lots larger than 10 hectares in size

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

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

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

1. RATES AND SERVICE CHARGES (CONTINUED)

(d) Specified Area Rate

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

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

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

(e) Service Charges

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

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

1. RATES AND SERVICE CHARGES (CONTINUED)

(f) Rates discounts

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

(g) Waivers or concessions

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

2 (a). NET CURRENT ASSETS

Items excluded from calculation of budgeted deficiency

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

Note	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
	\$	\$	\$

2 (a). NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

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

2 (b). NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the City's intentions to release for sale.

TRADE AND OTHER PAYABLES

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

CONTRACT ASSETS

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

PROVISIONS

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

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

INVENTORIES

General

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

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

Superannuation

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

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

LEASE LIABILITIES

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

TRADE AND OTHER RECEIVABLES

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

LAND HELD FOR RESALE

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

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

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

CONTRACT LIABILITIES

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

3. RECONCILIATION OF CASH

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

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

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

Leave Reserve	5,041,426	4,944,527	4,451,504
Unspent Grants Reserve	184,402	5,451,218	136,849
Cash in Lieu of Parking Reserve	480,420	471,178	466,000
Building Reserve	584,883	1,807,813	764,370
Asset Management Reserve	2,611,825	2,496,008	581,288
Cultural Centre Reserve	0	2,480	227,529
Museum Reserve	0	160,150	160,000
Property Acquisition Reserve	24,218	3,920,867	3,953,000
Sustainability Reserve	558,905	647,225	563,088
Aquatic and Recreation Centre Reserve	0	0	(79)
Waste Facilities Reserve Fund	670,742	1,617,218	278,549
Community Improvements Reserve	0	33,234	28,249
Traffic Bridge Reserve	0	399,886	(6)
Tims Thicket Septage Reserve	76,362	74,894	74,000
Tims Thicket Inert Reserve	147,229	104,413	102,000
Inert Landfill Reserve	0	39,728	40,000
Arts and Craft Centre Reserve	0	229,699	230,000
Sand Pit Restoration Reserve	0	66,970	67,000
Interest Free Loans Reserve	0	159,894	145,364
CLAG Reserve	27,645	27,116	22,524
Emergency Relief Fund Reserve	0	3,295	3,000
Mandurah Ocean Marina Reserve	179,332	175,870	138,476
Waterways Reserve	238,228	274,639	0
Interest on Investments Reserve	0	12,771	13,000
Port Mandurah Canals Stage 2 Maintenance Reserve	94,114	92,322	79,772
Mariners Cove Canals Reserve	86,725	85,053	72,233
Port Bouvard Canal Maintenance Contributions Reserve	275,719	270,424	226,000
Soccer Club Rooms Refurbishment Reserve	0	29,292	29,338
Cash in Lieu POS Contributions Reserve	0	0	1,524,665
Carbon Offset Reserve	0	130,117	90,117
Bushland Acquisition Reserve	3,095,736	3,036,239	3,006,710

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

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

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

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

FINANCIAL ASSETS AT AMORTISED COST

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

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

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE BUDGET
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4. FIXED ASSETS

(a) Acquisition of Assets

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

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

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

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

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

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

CITY OF MANDURAH
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4. FIXED ASSETS

(b) Disposals of Assets

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

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

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

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

5. ASSET DEPRECIATION

By Program

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

By Class

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

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

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

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

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

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

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

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

AMORTISATION

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

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

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

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6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget Principal	2020/21 Budget New Loans	2020/21 Budget Principal Repayments	Budget Principal outstanding 30 June 2021	2020/21 Budget Interest Repayments	Actual Principal 1 July 2019	2019/20 Actual New Loans	2019/20 Actual Principal Repayments	Actual Principal outstanding 30 June 2020	2019/20 Actual Interest Repayments	Budget Principal 1 July 2019	2019/20 Budget New Loans	2019/20 Budget Principal Repayments	Budget Principal outstanding 30 June 2020	2019/20 Budget Interest Repayments		
				1 July 2020	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety																				
Port Bouvard Surf Life Saving Club [WTC 316(v)]	1	WBC	3.6%	110	0	(110)	0	0	15,279	0	(15,169)	110	(231)	13,999	0	(13,999)	0	(257)		
Community amenities																				
Compactor Waste Trailers and Dolly [336]	19	WBC	3.8%	241,310	0	(54,610)	186,700	(8,102)	295,119	0	(53,809)	241,310	(8,903)	290,019	0	(52,571)	237,448	(10,141)		
Waste Water Reuse [349]	8	WBC	3.8%	146,544	0	(20,376)	126,168	(5,244)	195,921	0	(49,377)	146,544	(5,459)	190,214	0	(20,987)	169,227	(6,883)		
Halls Head Ablution Block [350]	7	WBC	3.8%	97,697	0	(13,580)	84,117	(3,496)	130,614	0	(32,917)	97,697	(3,639)	126,809	0	(13,991)	112,818	(4,589)		
Halls Head Recycled Water 2019/20		WBC	3.1%	200,000	0	(17,389)	182,611	(5,891)	0	200,000	0	200,000	0	0	200,000	(1,372)	198,628	(635)		
Ablutions 2019/20		WBC	3.1%	0	0	0	0	0	0	0	0	0	0	0	150,000	(1,030)	148,970	(476)		
Ablutions 2020/21		WBC	3.1%	0	200,000	(17,344)	182,656	(5,935)	0	0	0	0	0	0	0	0	0	0		
Recreation and culture																				
Allnutt Reserve Community Facility [316(iii)]	1	WBC	3.6%	513	0	(513)	0	0	71,504	0	(70,991)	513	(1,080)	65,515	0	(65,515)	0	(1,200)		
Town Beach Ablutions [316(vii)]	1	WBC	3.6%	220	0	(220)	0	0	30,558	0	(30,338)	220	(462)	27,999	0	(27,999)	0	(513)		
Rushton Park Redevelopment [318(ii)]	3	WBC	3.7%	330,021	0	(83,095)	246,926	(10,917)	542,234	0	(212,213)	330,021	(4,831)	528,987	0	(98,055)	430,932	(18,115)		
Meadow Springs Recreation Facility [318(iii)]	3	WBC	3.7%	251,445	0	(63,310)	188,135	(8,317)	413,131	0	(161,686)	251,445	(3,681)	396,741	0	(73,542)	323,199	(13,586)		
Mandurah Rugby Club [320]	4	WBC	3.7%	42,579	0	(39,316)	3,263	(763)	82,841	0	(40,262)	42,579	(2,050)	79,345	0	(40,025)	39,320	(2,287)		
Mandurah Cricket Club [321]	5	WBC	3.7%	14,182	0	(13,094)	1,088	(254)	27,611	0	(13,429)	14,182	(683)	26,445	0	(13,350)	13,095	(762)		
Mandurah Football & Sporting Club [324]	13	WBC	3.8%	165,500	0	(78,869)	86,631	(4,711)	242,296	0	(76,796)	165,500	(6,784)	235,430	0	(75,925)	159,505	(7,655)		
Mandurah Rugby Club [325]	14	WBC	3.8%	12,727	0	(6,070)	6,657	(362)	18,637	0	(5,910)	12,727	(522)	18,109	0	(5,843)	12,266	(589)		
Bowling Club Relocation [326]	17	WBC	3.8%	1,092,424	0	(537,467)	554,957	(32,101)	1,641,209	0	(548,785)	1,092,424	(20,783)	1,604,367	0	(517,401)	1,086,966	(52,167)		
Ablutions - Netball Centre [329(i)]	15	WBC	3.8%	86,889	0	(41,873)	45,016	(2,501)	128,641	0	(41,752)	86,889	(2,622)	126,771	0	(40,882)	85,889	(4,122)		
Parks Construction [329(v)]	15	WBC	3.8%	86,889	0	(41,873)	45,016	(2,501)	128,641	0	(41,752)	86,889	(2,622)	125,321	0	(40,415)	84,906	(4,075)		
Halls Head Bowling Club upgrade [331]	28	WBC	3.8%	311,402	0	(32,228)	279,174	(11,236)	344,003	0	(32,601)	311,402	(10,863)	340,533	0	(31,024)	309,509	(12,440)		
Parks - Falcon Bay Reserve [333(i)]	18	WBC	3.8%	70,839	0	(22,739)	48,100	(2,339)	95,512	0	(24,673)	70,839	(405)	95,159	0	(22,253)	72,906	(3,240)		
MARC Redevelopment [338]	21	WBC	3.8%	764,769	0	(144,275)	620,494	(27,025)	922,603	0	(157,834)	764,769	(13,466)	913,692	0	(138,889)	774,803	(32,411)		
MARC Redevelopment Stage 1 [340]	26	WBC	3.8%	504,555	0	(72,790)	431,765	(18,002)	582,882	0	(78,327)	504,555	(12,465)	575,570	0	(70,073)	505,497	(20,719)		
MARC Redevelopment Stage 2 [341]	24	WBC	3.8%	1,277,431	0	(187,831)	1,089,600	(46,457)	1,494,077	0	(126,646)	1,277,431	(17,642)	1,485,349	0	(180,818)	1,304,531	(53,470)		
Eastern Foreshore Wall [344]	27	WBC	3.8%	836,854	0	(121,623)	715,231	(30,081)	973,173	0	(136,319)	836,854	(15,385)	961,762	0	(117,082)	844,680	(34,622)		
MARC Stage 2 [345]	12	WBC	3.8%	1,229,904	0	(174,502)	1,055,402	(43,742)	1,685,125	0	(455,221)	1,229,904	(18,719)	1,648,544	0	(181,891)	1,466,653	(59,655)		
Falcon Bay Seawall [351]	6	WBC	3.8%	245,321	0	(34,049)	211,272	(8,779)	326,902	0	(81,581)	245,321	(9,127)	317,481	0	(35,029)	282,452	(11,489)		
MARC Solar Plan [353]	30	WBC	3.8%	173,828	0	(17,759)	156,069	(6,277)	191,804	0	(17,976)	173,828	(6,060)	189,886	0	(17,096)	172,790	(6,940)		
Novara Foreshore Development [355]	32	WBC	3.8%	347,657	0	(35,518)	312,139	(12,554)	383,609	0	(35,952)	347,657	(12,120)	379,772	0	(34,192)	345,580	(13,880)		
Falcon Bay Foreshore Upgrades [356]	33	WBC	3.8%	347,657	0	(35,518)	312,139	(12,554)	383,609	0	(35,952)	347,657	(12,120)	379,772	0	(34,192)	345,580	(13,880)		
Mandjar Square Development [358]	35	WBC	3.8%	434,476	0	(44,391)	390,085	(15,693)	479,513	0	(45,037)	434,476	(15,047)	474,718	0	(42,734)	431,984	(17,350)		
Lakelands DOS [360]	37	WBC	3.8%	2,366,013	0	(248,575)	2,117,438	(87,881)	2,665,001	0	(298,988)	2,366,013	(37,468)	2,658,426	0	(239,294)	2,419,132	(97,162)		
Mandjar Square Stage 3 and 4	40	WBC	3.1%	908,754	0	(82,410)	826,344	(27,270)	1,000,332	0	(91,578)	908,754	(18,102)	993,141	0	(84,029)	909,112	(36,391)		
Falcon Seawall	41	WBC	3.1%	459,221	0	(41,205)	418,016	(13,635)	500,167	0	(40,946)	459,221	(13,894)	496,570	0	(42,021)	454,549	(18,195)		
Novara Foreshore Stage 3	44	WBC	3.1%	183,727	0	(16,482)	167,245	(5,454)	200,067	0	(16,340)	183,727	(5,596)	198,628	0	(16,806)	181,822	(7,278)		
Western Foreshore Recreation Precinct		WBC	3.1%	0	0	0	0	0	0	0	0	0	0	0	1,270,000	(8,712)	1,261,288	(4,033)		
Smart Street Mall Upgrade 2019/20		WBC	3.1%	500,000	0	(43,460)	456,540	(14,728)	0	500,000	0	500,000	0	0	1,500,000	(10,288)	1,489,712	(4,764)		
Falcon Bay Foreshore Stage 3 of 4		WBC	3.1%	300,000	0	(26,083)	273,917	(8,837)	0	300,000	0	300,000	0	0	300,000	(2,058)	297,942	(953)		
Mandjar Square Final Stage		WBC	3.1%	300,000	0	(26,083)	273,917	(8,837)	0	300,000	0	300,000	0	0	300,000	(2,058)	297,942	(953)		
Falcon Skate Park Upgrade		WBC	3.1%	120,000	0	(10,433)	109,567	(3,535)	0	120,000	0	120,000	0	0	200,000	(1,372)	198,628	(635)		
Westbury Way North side POS Stage 3		WBC	3.1%	200,000	0	(17,389)	182,611	(5,891)	0	200,000	0	200,000	0	0	200,000	(1,372)	198,628	(635)		
Eastern/ Western Foreshore 2020/21		WBC	3.1%	0	2,770,000	(240,145)	2,529,855	(82,211)	0	0	0	0	0	0	0	0	0	0		
Smart Street Mall 2020/21		WBC	3.1%	0	2,000,000	(173,382)	1,826,618	(59,358)	0	0	0	0	0	0	0	0	0	0		
Novara Foreshore Stage 4		WBC	3.1%	0	400,000	(34,676)	365,324	(11,872)	0	0	0	0	0	0	0	0	0	0		
Bortolo Reserve - Shared Use Parking and Fire Track Facility		WBC	3.1%	0	350,000	(30,352)	319,648	(10,387)	0	0	0	0	0	0	0	0	0	0		
Falcon Bay Upgrade - Stage 4 of 5		WBC	3.1%	0	300,000	(26,016)	273,984	(8,904)	0	0	0	0	0	0	0	0	0	0		
Enclosed Dog Park		WBC	3.1%	0	200,000	(17,344)	182,656	(5,936)	0	0	0	0	0	0	0	0	0	0		
South Harbour Paving Upgrade Stage 2		WBC	3.1%	0	50,000	(4,336)	45,664	(1,484)	0	0	0	0	0	0	0	0	0	0		
Falcon Skate Park Upgrade 2020/21		WBC	3.1%	0	80,000	(7,521)	72,479	(1,816)	0	0	0	0	0	0	0	0	0	0		
Transport																				
Road Construction [316(ii)]	1	WBC	3.8%	1,642	0	(1,642)	0	0	228,874	0	(227,232)	1,642	(3,457)	209,707	0	(209,707)	0	(3,843)		
Car Parking [316(iv)]	1	WBC	3.8%	121	0	(121)	0	0	16,808	0	(16,687)	121	(254)	15,400	0	(15,400)	0	(282)		
Drainage [318(iv)]	3	WBC	3.8%	78,576	0	(19,784)	58,792	(2,599)	129,103	0	(50,527)	78,576	(1,150)	132,248	0	(24,514)	107,734	(4,529)		
Road Construction [318(v)]	3	WBC	3.8%	848,624	0	(213,672)	634,952	(28,071)	1,394,316	0	(545,692)	848,624	(12,422)	1,322,469	0	(245,139)	1,077,330	(45,287)		
Road Construction [329(ii)]	15	WBC	3.8%	189,111	0	(91,136)	97,975	(5,443)	279,983	0	(90,872)	189,111	(5,707)	271,651	0	(87,605)	184,046	(8,833)		
Drainage Construction [329(iii)]	15	WBC	3.8%	61,333	0	(29,557)	31,776	(1,765)	90,805	0	(29,472)	61,333	(1,851)	90,550	0	(29,472)	61,078	(2,444)		
Peelwood Oval - Parking [329(v)]	15	WBC	3.8%	25,556	0	(12,316)	13,240	(736)	37,836	0	(12,280)	25,556	(771)	36,221	0	(11,681)	24,540	(1,178)		

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Path Construction [329(vi)]	15	WBC	3.8%	15,333	0	(7,389)	7,944	(441)	22,701	0	(7,368)	15,333	(463)	20,645	0	(6,658)	13,987	(671)
Street Lighting [329(viii)]	15	WBC	3.8%	20,444	0	(9,852)	10,592	(588)	30,268	0	(9,824)	20,444	(617)	27,165	0	(8,760)	18,405	(883)
Road Construction [333(ii)]	18	WBC	3.8%	322,713	0	(103,588)	219,125	(10,654)	435,112	0	(112,399)	322,713	(1,844)	424,886	0	(99,358)	325,528	(14,469)
New Pedestrian Bridge Construction [335]	20	WBC	3.8%	481,827	0	(110,329)	371,498	(16,367)	596,197	0	(114,370)	481,827	(12,326)	585,895	0	(106,210)	479,685	(20,486)
New Road Construction [339]	22	WBC	3.8%	545,339	0	(102,919)	442,420	(19,313)	661,855	0	(116,516)	545,339	(5,500)	652,690	0	(99,077)	553,613	(23,155)
New Road Construction [342]	25	WBC	3.8%	652,589	0	(93,915)	558,674	(23,229)	752,108	0	(99,519)	652,589	(17,625)	742,674	0	(90,409)	652,265	(26,735)
WMC Tims Thicket [343]	23	WBC	3.8%	98,741	0	(14,096)	84,645	(3,484)	112,813	0	(14,072)	98,741	(3,508)	111,398	0	(13,570)	97,828	(4,010)
Road Construction [346]	11	WBC	3.8%	385,817	0	(53,646)	332,171	(13,806)	515,930	0	(130,113)	385,817	(14,275)	500,902	0	(55,267)	445,635	(18,126)
MARC Carpark [347]	10	WBC	3.8%	293,101	0	(40,752)	252,349	(10,488)	391,846	0	(98,745)	293,101	(10,919)	380,432	0	(41,975)	338,457	(13,767)
MPAC Forecourt [348]	9	WBC	3.8%	122,128	0	(16,978)	105,150	(4,370)	163,270	0	(41,142)	122,128	(4,550)	158,514	0	(17,490)	141,024	(5,736)
Mandurah Marina [352]	29	WBC	3.8%	173,828	0	(17,759)	156,069	(6,277)	191,804	0	(17,976)	173,828	(6,060)	189,886	0	(17,096)	172,790	(6,940)
MARC Carpark [354]	31	WBC	3.8%	260,751	0	(26,632)	234,119	(9,416)	287,709	0	(26,958)	260,751	(9,090)	284,832	0	(25,638)	259,194	(10,410)
Mandurah Foreshore Boardwalk Renewal [357]	34	WBC	3.8%	391,023	0	(39,948)	351,075	(14,124)	431,563	0	(40,540)	391,023	(13,532)	427,248	0	(38,457)	388,791	(15,615)
New Road Construction [359]	36	WBC	3.8%	1,192,616	0	(125,617)	1,066,999	(44,411)	1,346,887	0	(154,271)	1,192,616	(15,757)	1,343,455	0	(120,927)	1,222,528	(49,101)
Smoke Bush Retreat Footpath [361]	38	WBC	3.8%	86,906	0	(8,886)	78,020	(3,138)	95,900	0	(8,994)	86,906	(3,030)	94,941	0	(8,554)	86,387	(3,470)
New Boardwalks 18/19	42	WBC	3.1%	459,221	0	(41,205)	418,016	(13,635)	500,167	0	(40,946)	459,221	(13,894)	496,570	0	(42,021)	454,549	(18,195)
Coodanup Drive - Road Rehabilitation	46	WBC	3.1%	91,864	0	(8,241)	83,623	(2,727)	100,034	0	(8,170)	91,864	(2,798)	99,314	0	(8,409)	90,905	(3,639)
Pinjarra Road Carpark	45	WBC	3.1%	183,727	0	(16,482)	167,245	(5,454)	200,067	0	(16,340)	183,727	(5,596)	198,628	0	(16,806)	181,822	(7,278)
New Road Construction 2018/19	39	WBC	3.1%	1,497,071	0	(135,963)	1,361,108	(44,997)	1,650,547	0	(153,476)	1,497,071	(27,484)	1,638,680	0	(138,675)	1,500,005	(60,044)
New Road Construction 2019/20		WBC	3.1%	900,000	0	(78,226)	821,774	(26,510)	0	900,000	0	900,000	0	0	1,200,000	(8,231)	1,191,769	(3,811)
Shark Mitigation Project		WBC	3.1%	0	0	0	0	0	0	0	0	0	0	0	400,000	(2,744)	397,256	(1,270)
South Harbour Upgrade 2019/20		WBC	3.1%	230,000	0	(19,997)	210,003	(6,774)	0	230,000	0	230,000	0	0	230,000	(1,578)	228,422	(730)
New Roads 2020/21		WBC	3.1%	0	1,150,000	(99,693)	1,050,307	(34,131)	0	0	0	0	0	0	0	0	0	0
Other property and services																		
Office Building [272]	2	WBC	3.8%	215,612	0	(195,631)	19,981	(3,140)	460,823	0	(245,211)	215,612	(10,965)	439,635	0	(243,983)	195,652	(12,193)
Information Systems [316(i)]	1	WBC	3.8%	110	0	(110)	0	0	15,279	0	(15,169)	110	(231)	13,999	0	(13,999)	0	(257)
IT Server Room Upgrade [316(vi)]	1	WBC	3.8%	296	0	(296)	0	0	41,252	0	(40,956)	296	(623)	37,797	0	(37,797)	0	(693)
IT Communications Equipment [318(i)]	3	WBC	3.8%	62,861	0	(15,828)	47,033	(2,079)	103,283	0	(40,422)	62,861	(920)	105,796	0	(19,611)	86,185	(3,623)
IT Equipment [329(vii)]	15	WBC	3.8%	25,556	0	(12,316)	13,240	(736)	37,836	0	(12,280)	25,556	(771)	36,944	0	(11,914)	25,030	(1,201)
Land Purchase [330]	16	WBC	3.8%	1,224,952	0	(606,689)	618,263	(36,235)	1,848,929	0	(623,977)	1,224,952	(18,947)	1,811,002	0	(584,038)	1,226,964	(58,886)
Civic Building - Tuckey Room Extension	43	WBC	3.1%	459,221	0	(41,205)	418,016	(13,634)	500,167	0	(40,946)	459,221	(13,894)	496,570	0	(42,021)	454,549	(18,195)
Short term loan COVID-19		WATC	3.5%	0	20,000,000	(20,000,000)	0	(35,000)	0	0	0	0	0	0	0	0	0	0
				26,250,068	27,500,000	(25,410,640)	28,339,428	(1,127,642)	29,864,687	2,750,000	(6,364,619)	26,250,068	(523,662)	29,363,818	5,950,000	(4,960,705)	30,353,113	(1,049,632)
				26,250,068	27,500,000	(25,410,640)	28,339,428	(1,127,642)	29,864,687	2,750,000	(6,364,619)	26,250,068	(523,662)	29,363,818	5,950,000	(4,960,705)	30,353,113	(1,049,632)

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

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

6. INFORMATION ON BORROWINGS

(b) New borrowings - 2020/21

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

(c) Unspent borrowings

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

(d) Credit Facilities

Undrawn borrowing facilities

credit standby arrangements

Bank overdraft limit

Bank overdraft at balance date

Credit card limit

Credit card balance at balance date

Total amount of credit unused

Loan facilities

Loan facilities in use at balance date

2020/21 Budget	2019/20 Actual	2019/20 Budget
\$	\$	\$
0	0	0
0	0	0
700,000	700,000	700,000
50,000	50,000	50,000
750,000	750,000	750,000
28,339,428	26,250,068	30,353,113

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

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

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

7. LEASE LIABILITIES

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

SIGNIFICANT ACCOUNTING POLICIES

LEASES

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

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

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

8. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2020/21 Budget Opening Balance	2020/21 Budget Transfer to	2020/21 Budget Transfer (from)	2020/21 Budget Closing Balance	2019/20 Actual Opening Balance	2019/20 Actual Transfer to	2019/20 Actual Transfer (from)	2019/20 Actual Closing Balance	2019/20 Budget Opening Balance	2019/20 Budget Transfer to	2019/20 Budget Transfer (from)	2019/20 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Building Reserve	1,807,813	939,060	(2,161,990)	584,883	1,473,343	751,197	(416,727)	1,807,813	1,283,818	200,000	(719,448)	764,370
(b) Cash in Lieu of Parking Reserve	471,178	9,242	0	480,420	465,611	5,567	0	471,178	466,000	0	0	466,000
(c) Asset Management Reserve	2,496,008	1,940,595	(1,824,778)	2,611,825	991,225	1,789,143	(284,360)	2,496,008	931,288	200,000	(550,000)	581,288
(d) Cultural Centre Reserve	2,480	0	(2,480)	0	227,480	0	(225,000)	2,480	227,529	0	0	227,529
(e) Museum Reserve	160,150	0	(160,150)	0	160,150	0	0	160,150	160,000	0	0	160,000
(f) Property Acquisition Reserve	3,920,867	468	(3,897,117)	24,218	4,091,243	223,894	(394,270)	3,920,867	3,753,000	200,000	0	3,953,000
(g) Sustainability Reserve	647,225	100,860	(189,180)	558,905	804,088	7,702	(164,565)	647,225	804,088	0	(241,000)	563,088
(h) Aquatic and Recreation Centre Reserve	0	0	0	0	0	0	0	0	(79)	0	0	(79)
(i) Waste Facilities Reserve Fund	1,617,218	10,726	(957,202)	670,742	1,519,653	241,850	(144,285)	1,617,218	672,000	225,000	(618,451)	278,549
(j) Community Improvements Reserve	33,234	0	(33,234)	0	96,932	0	(63,698)	33,234	82,000	0	(53,751)	28,249
(k) Traffic Bridge Reserve	399,886	0	(399,886)	0	495,106	0	(95,220)	399,886	495,214	0	(495,220)	(6)
(l) Tims Thicket Septage Reserve	74,894	1,468	0	76,362	74,010	884	0	74,894	74,000	0	0	74,000
(m) Tims Thicket Inert Reserve	104,413	42,816	0	147,229	102,716	1,697	0	104,413	102,000	0	0	102,000
(n) Inert Landfill Reserve	39,728	0	(39,728)	0	39,728	0	0	39,728	40,000	0	0	40,000
(o) Road Network Reserve	0	0	0	0	0	0	0	0	0	0	0	0
(p) Arts and Craft Centre Reserve	229,699	0	(229,699)	0	229,699	0	0	229,699	230,000	0	0	230,000
(q) Sand Pit Restoration Reserve	66,970	0	(66,970)	0	66,970	0	0	66,970	67,000	0	0	67,000
(r) Interest Free Loans Reserve	159,894	0	(159,894)	0	159,894	0	0	159,894	145,364	0	0	145,364
(s) CLAG Reserve	27,116	529	0	27,645	26,797	319	0	27,116	22,524	0	0	22,524
(t) Emergency Relief Fund Reserve	3,295	0	(3,295)	0	3,295	0	0	3,295	3,000	0	0	3,000
(u) Mandurah Ocean Marina Reserve	175,870	3,462	0	179,332	235,146	67,852	(127,128)	175,870	230,604	0	(92,128)	138,476
(v) Waterways Reserve	274,639	4,579	(40,990)	238,228	0	274,639	0	274,639	0	0	0	0
(w) Interest on Investments Reserve	12,771	0	(12,771)	0	12,771	0	0	12,771	13,000	0	0	13,000
(x) Port Mandurah Canals Stage 2 Maintenance Reserve	92,322	1,792	0	94,114	82,473	9,849	0	92,322	79,772	0	0	79,772
(y) Mariners Cove Canals Reserve	85,053	1,672	0	86,725	73,628	11,425	0	85,053	72,233	0	0	72,233
(z) Port Bouvard Canal Maintenance Contributions Reserve	270,424	5,295	0	275,719	231,199	39,225	0	270,424	226,000	0	0	226,000
(aa) Soccer Club Rooms Refurbishment Reserve	29,292	0	(29,292)	0	29,292	0	0	29,292	29,338	0	0	29,338
(ab) Cash in Lieu POS Contributions Reserve	0	0	0	0	1,535,671	18,353	(1,554,024)	0	1,524,665	0	0	1,524,665
(ac) Unspent Grants Reserve	5,451,218	8,381	(5,275,197)	184,402	5,368,948	5,172,014	(5,089,744)	5,451,218	5,340,414	298,264	(5,501,829)	136,849
(ad) Leave Reserve	4,944,527	96,899	0	5,041,426	4,886,154	58,373	0	4,944,527	4,451,504	0	0	4,451,504
(ae) Carbon Offset Reserve	130,117	0	(130,117)	0	130,117	0	0	130,117	130,117	0	(40,000)	90,117
(af) Bushland Acquisition Reserve	3,036,239	59,497	0	3,095,736	2,714,531	321,708	0	3,036,239	2,656,710	344,000	0	3,000,710
(ag) Port Bouvard Surf Life Saving Clubrooms Reserve	18,000	0	(18,000)	0	18,000	0	0	18,000	18,000	0	0	18,000
(ah) Coastal Storm Contingency Reserve	252,987	4,958	0	257,945	250,000	2,987	0	252,987	250,000	0	0	250,000
(ai) Refurbishment Bortolo Pavillion Reserve	6,000	0	(6,000)	0	6,000	0	0	6,000	6,000	0	0	6,000
(aj) Refurbishment Rushton Park Reserve	13,500	0	(13,500)	0	13,500	0	0	13,500	13,000	0	0	13,000
(ak) Refurbishment Meadow Springs Pavillion Reserve	8,712	0	(8,712)	0	8,712	0	0	8,712	8,000	0	0	8,000
(al) Digital Futures Reserve	42,573	834	0	43,407	92,070	503	(50,000)	42,573	92,070	0	(50,000)	42,070
(am) Decked Carparking Reserve	987,134	19,346	0	1,006,480	975,480	11,654	0	987,134	975,480	0	0	975,480
(an) Specified Area Rates - Waterside Canals	104,301	0	(5,171)	99,130	103,070	1,231	0	104,301	103,944	0	0	103,944
(ao) Specified Area Rates - Port Mandurah Canals	353,236	149,365	(79,060)	423,541	365,436	2,559	(14,759)	353,236	288,690	0	(245,895)	42,795
(ap) Specified Area Rates - Mandurah Quay Canals	189,933	11,777	0	201,710	187,692	2,241	0	189,933	178,149	0	0	178,149
(aq) Specified Area Rates - Mandurah Ocean Marina	222,398	304,840	(162,999)	364,239	0	222,398	0	222,398	68,641	0	0	68,641
(ar) Specified Area Rate - Port Bouvard Canals	98,861	1,791	0	100,652	97,694	1,167	0	98,861	73,763	0	0	73,763
(as) Specified Area Rate - Mariners Cove	18,722	0	(9,717)	9,005	18,501	221	0	18,722	14,855	0	0	14,855
(at) Specified Area Rate - Eastport	23,165	602	0	23,767	22,885	280	0	23,165	12,244	0	0	12,244
(au) Sports Club Maintenance Levy Reserve	133,395	58,210	0	191,605	105,226	43,884	(15,715)	133,395	78,000	0	0	78,000
(aw) City Centre Land Acquisition Reserve	3,035,842	20,301	(2,000,000)	1,056,143	3,000,000	35,842	0	3,035,842	3,000,000	0	0	3,000,000
(ax) City Facility Relocation Reserve	156,000	0	(156,000)	0	0	156,000	0	156,000	0	156,000	0	156,000
(ay) Lakelands Community Infrastructure Reserve	1,078,644	21,139	0	1,099,783	0	1,078,644	0	1,078,644	0	0	0	0
(az) Plant Reserve	938,504	9,937	(199,841)	748,600	0	938,504	0	938,504	0	0	0	0
(ba) Workers Compensation Reserve	110,781	2,171	0	112,952	0	110,781	0	110,781	0	0	0	0
	34,557,228	3,832,612	(18,272,970)	20,116,870	31,592,136	11,604,587	(8,639,495)	34,557,228	29,493,939	1,623,264	(8,607,722)	22,509,481

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8. CASH BACKED RESERVES (CONTINUED)

(b) Cash Backed Reserves - Purposes

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

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

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9. FEES & CHARGES REVENUE

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

10. GRANT REVENUE

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

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

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

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

11. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

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

12. OTHER INFORMATION

The net result includes as revenues

(a) Interest earnings

Investments			
- Reserve funds	400,000	360,000	750,000
- Other funds	460,000	300,000	755,000
Late payment of fees and charges *	100,000	30,046	100,000
Other interest revenue (refer note 1b)	500,000	671,506	640,000
	1,460,000	1,361,552	2,245,000

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

(b) Other revenue

Reimbursements and recoveries	235,500	263,800	141,500
	235,500	263,800	141,500

The net result includes as expenses

(c) Auditors remuneration

Audit services	151,875	70,449	150,000
	151,875	70,449	150,000

(d) Interest expenses (finance costs)

Borrowings (refer Note 6(a))	1,127,642	523,662	1,049,632
Interest expense on lease liabilities	106,451	120,795	0
	1,234,093	644,457	1,049,632

(e) Elected members remuneration

Meeting fees	427,651	339,676	410,280
Mayor/President's allowance	93,253	84,144	89,679
Deputy Mayor/President's allowance	25,938	19,217	25,096
Elected members allowance	38,498	75,401	38,500
Training and development	60,750	14,349	60,000
Travelling and telecommunications expenses	20,250	3,409	20,000
	666,340	536,196	643,555

(f) Low Value lease expenses

Office equipment	275,389	262,275	0
Gymnasium equipment	17,079	16,265	0
	292,468	278,540	0

13. TRUST FUNDS

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

Detail	Balance 30 June 2020	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2021
	\$	\$	\$	\$
Mandurah Visitor Centre	1,668	0	0	1,668
Cash in Lieu POS Contributions	812,894	0	0	812,894
	814,562	0	0	814,562

14. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

15. BUDGET RATIOS

	2020/21 Budget	2019/20 Actual	2018/19 Actual	2017/18 Actual
Operating Surplus	(0.22)	(0.17)	(0.07)	(0.07)
Funds After Operations	(0.89)	(0.65)	(0.81)	(0.79)
PPE	(0.0033)	0.0022	0.0075	(0.006)
Infrastructure	0.0094	(0.0125)	(0.0107)	0.1528
Cash Reserves	0.19	0.30	0.21	0.27
Borrowings	0.35	0.33	0.43	0.45
Debt Servicing	0.08	0.09	0.08	0.09
Average Rates Residential Improved	\$ 1,534	\$ 1,587	\$ 1,457	\$ 1,423
Average Rates Residential Vacant	\$ 2,095	\$ 1,929	\$ 2,040	\$ 1,925
Average Rates Business Improved	\$ 14,467	\$ 14,403	\$ 12,973	\$ 11,218
Average Rates Business Vacant	\$ 5,361	\$ 4,555	\$ 4,693	\$ 4,774
Average Rates Urban Development	\$ 37,513	\$ 37,792	\$ 28,000	\$ 37,786

The ratios are calculated as follows:

OPERATIONS

Operating Surplus
$$\frac{\text{Adjusted underlying surplus (or deficit)}}{\text{Adjusted underlying revenue}}$$

Funds After Operations
$$\frac{\text{Funds remaining after operations}}{\text{General funds}}$$

ASSET RATIOS

PPE
$$\frac{\text{Closing WDV value of PPE less Opening WDV value of PPE}}{\text{Opening WDV value of PPE}}$$

Infrastructure
$$\frac{\text{Closing WDV Infrastructure less Opening WDV infrastructure}}{\text{Opening WDV Infrastructure}}$$

FINANCING RATIOS

Cash Reserves
$$\frac{\text{Discretionary Reserve Balance}}{\text{General Funds}}$$

Borrowings
$$\frac{\text{Principal outstanding}}{\text{General funds}}$$

Debt Servicing
$$\frac{\text{Principal and interest due}}{\text{General funds}}$$

RATES RATIOS

Average Rates
$$\frac{\text{Rate revenue per category}}{\text{Number of properties per category}}$$

Capital Works Budget 2020-21													
LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Values		Grants	Contributions	Proceeds	Reserves	Loans	CoM
						Budget 2020/21	Out						
LTFP New	Buildings			Community Sport and Recreation Facility Fund Program - Small Grants	To pre allocate an amount of money for the sport and recreation club requests through the Community Sport and Recreation Facility Fund.	160,119							160,119
				Installation of Air Conditioning at Halls Head Parade Community and Sports Facility	Installation of air conditioner system at the Mandurah Yacht Club and include air conditioning 2 hour timer switch.	48,035							48,035
				MARC - Aquatic Plant Rooms Automatic Pool Acid Feed System	MARC - Aquatic Plant Rooms Automatic Pool Acid Feed System to minimise the chemical & manual handling requirements of the acid delivery to the pools from each of the 3 plantrooms.	5,337							5,337
				MARC - Hardstands for Pool Blankets	To provide storage space/area for pool blankets.	10,674							10,674
				MARC CCTV Aquatic Facilities	MARC CCTV Aquatic Facilities								
				Aquatics	The use of CCTV has been used recently to assist with investigations into deaths in aquatic areas. CCTV was used to establish circumstances and causes. The use of CCTV protected the staff and brand to the wider community.								
					There have been a number of issues recently where the use of CCTV would have been useful to establish circumstances and causes of incidents such as – staff incident resulting in workers compensation, customer slips and spills resulting in insurance claims, accusations against children and inappropriate behaviour (peeping toms)								
				MARC CCTV Aquatic Facilities	CCTV will offer protection of City of Mandurah staff and brand.	32,024							32,024
				Owen Avenue Ablution	Demolish existing ablution & construct new at 21 Flinders St, Falcon. Design complete.	298,889					80,000	200,000	18,889
				Solar Plan	Solar PV installation at various City buildings/sites.	64,048					60,000		4,048
		Total				619,126					140,000	200,000	279,126
	Drainage	Drainage		DR Estuary View Road Flooding Stage 2	Second stage of resolving a flooding issue on Estuary View Road. Residential flooding alleviation, installation of underground storage. Stage 1 undertaken in FY19/20.	65,024							65,024
		Total				65,024							65,024
	Furniture & Equipment			MARC Pool Covers Leisure Exercise Pool	MARC Pool Covers Program Pool to assist with the condensation issues experienced in the MARC Aquatic Pool Hall, Office & Administration Offices.	24,552							24,552
				MARC Pool Covers Program Pool	MARC Pool Covers Program Pool to assist with the condensation issues experienced in the MARC Aquatic Pool Hall, Office & Administration Offices.	37,361							37,361
				Sign / sticker printer	Purchase a printer that can print our own signage overlays, and also cut vinyl for street name blades and other sticker needs (including all fleet stickers).	37,930							37,930
		Total				99,843							99,843
	Other			Christmas Decorations 2020	Implementation of the City's Christmas Strategy to decorate within the City, along Eastern Foreshore, Mandjar Square and Stingray Point.	213,492							213,492
				WMC Recycling Shed - Thermal Cameras	Installation of 3 thermal and 1 HD overview CCTV cameras within recycling shed at WMC. Includes networking to existing telecommunication systems onsite.	-	32,000						-
		Total				213,492	32,000						213,492
	Parks			BBO New Program	BBO New Program - refer to Appendix C.	53,374							53,374
				Enclosed Dog Park	Proposal is for the development of a fully fenced dog park.	213,492						200,000	13,492
				Major Public Artworks	Cumulative funds to commission large scale public artworks.	125,000							125,000
				Shade Sails New Program	Shade Sails New Program - refer to Appendix C.	113,086							113,086
				Water Fountains New Program	Water Fountains New Program - refer to Appendix C.	56,544							56,544
				Westbury Way Reserve Revegetation Plan (Offset) Capital	Westbury Way Environmental Offset delivery – Stage 3 of conservation fencing.	21,486							21,486
		Total				582,982						200,000	382,982
	Plant & Machinery			DUAL CAB 2X4 UTILITY - FACILITIES MANAGEMENT OFFICER	DUAL CAB 2X4 UTILITY - Facilities Management Officer.	36,000							36,000
				Parks & Mowers - New 7 - Natural Areas	SPRAY REEL - Natural Areas	14,000							14,000
				Positrac Skid New	Works Construction - Positrac Skid. Steer digger with 2m Bucket, Forklift attachment, Sweeper attachment and 4 in 1 grabber attachment. Also attachments required for profiling existing asphalt.	120,000							120,000
				TRAILER MOUNTED HPM WATER CLEANER HOT AND COLD	TRAILER MOUNTED HPM WATER CLEANER HOT AND COLD - Facilities Management Officer.	36,000							36,000
		Total				206,000							206,000
	Roads			MARC Carpark Additional Lights. The extended MARC Carpark into Rigel Reserve has proved to be well utilised but has no lighting that causes a safety concern for centre patrons during hours of darkness.		21,675							21,675
		Lighting		SL MARC Carpark Additional Lights	Annual new street lighting program. Provide street lighting improvements as required. Program still to be determined.	162,558							162,558
		Total		SL Street Lighting New Program		184,233							184,233
				Bortolo Reserve - Shared Use Parking and Fire Track Facility	The construction of a new shared parking and fire track training facility on Bortolo Reserve North.	417,233						350,000	67,233
		Total				417,233						350,000	67,233
		Paths		SP Shared/Cycle Paths New Program	Shared Paths New Program - refer to Appendix A.	650,230		20,000					630,230
		Total				650,230		20,000					630,230
				SF Street Furniture New Program	Street furniture and bus stop infrastructure. Locations will be selected depending upon priority and community requests.	65,024							65,024
				WMC Loading Area - Column Protection	Installation of bollards to protect the three columns that support the suspended concrete slab in the WMC loading area.	35,000					35,000		-
		Total				100,024					35,000		65,024
LTFP New Total						3,138,187	32,000	20,000			175,000	750,000	2,193,187
LTFP Renewal/Upgrade Program	Boardwalks		20,871	Boardwalk replacement - Asset ID 10285	Replacement of damaged timber boardwalk located in Greenfields.	-	95,000						-
				Boardwalk Replacement Program	Renewal of the City's boardwalks.	-	650,000						-
				Riverside Gardens Boardwalk	Riverside Gardens Boardwalk (Stage 1 Boardwalk Renewal).	22,416						21,000	1,416
		Total				22,416	745,000					21,000	1,416
	Bridges			Bridge Works	-	-	50,000						-

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	CoM
LTFP Renewal/Upgrade Program	Bridges	Total				-	50,000						-
	Buildings		828,083	Mandurah Community Museum Roof Replacement.	Replacement of roof cladding over the Administration area, rear garage and side of classroom.	160,119					100,000		60,119
				Ablution Refurbishment Program	Refurbishment of Ablutions includes civic building, Caddadup Foreshore and Avalon Foreshore in 2020-2021.	-	750,000						-
				Admin & Civic Building Refurbishment	Refurbishment of the Administration and Civic Buildings.	-	150,000						-
				Admin Building Redesign	Including cubicles and carpet replacement.	-	250,000						-
				Administration Building - Foyer Security	Security Upgrade to the City's Administration Building Foyer.	80,059					50,000		30,059
				Administration Centre External Painting Project	Repainting of external fabric; walls, planter walls, steel post, beams etc.	84,329							84,329
				Air Conditioning Replacement	Renewal of air conditioning systems.	-	85,000						-
				Billy Dower Building Upgrade	Refurbishment of Billy Dower Centre.	-	150,000						-
				Bortolo Pavilion Internal Refurb	Refurbishment of Bortolo Reserve Pavilion.	-	125,000						-
				Cabinetry Replacement Program	Renewal of cabinetry.	-	70,000						-
				CCTV Replacement Program	-	-	40,000						-
				CCTV Upgrade at Meadow Springs Sports Facility	CCTV Upgrade at Meadow Springs Sports Facility.	21,350							21,350
				Civic Building- Rates Team work area and meeting room	HVAC Replacement for Rates Team work area and meeting room.	-	10,000						-
				Civic Building-Mayors Office Reconfiguration	Reconfiguration of the Mayors office and associated office to accommodate staff.	53,373					50,000		3,373
				Community Sport and Recreation Facility Fund Program - Small Grants Upgrade	-	-	70,000						-
				Dudley Park Bowling Club Floor Replacement	Renewal of Dudley Park Bowling Club Floor.	-	65,000						-
				Enclose the verandah at the Mandurah Family History Society	-	-	8,000						-
				External Painting Program	External painting of the City's buildings.	-	25,000						-
				Falcon E -Library AC#1 Replacement	Replacement of AC#1 unit at Falcon E Library.	-	55,000						-
				Falcon Pavilion Re Roofing Project	Replacement of corroded pavilion roof cladding.	77,924					50,000		27,924
				Fire System Replacement Program	Renewal of Fire System equipment.	-	30,000						-
				Floor Covering Replacement Program	Renewal of floor coverings.	-	850,000						-
				Furniture & Equipment Various Building	Renewal of furniture and equipment in various buildings.	-	75,000						-
				Health & Safety Improvements at Pottery Place	Removal of all child toilets / child washbasins (3) from store room and install new wash basin at standard height at the Mandurah Arts and Craft society (Pottery Place).	16,011							16,011
				LED Buildings Plan	LED lighting retro fit.	-	80,000						-
				Mandurah Bowling & Recreation Club - Bar Repairs	Rising damp treatment, fridge modification and replacement of floor coverings.	21,350							21,350
				Mandurah Library HVAC	Replace AC1&2 at Mandurah Library.	-	95,000						-
				Mandurah Ocean Marina Chalets - External Refurbishment	Replacement of corroded wall cladding / fixings and repainting of external walls.	160,119							160,119
				MARC Clubrooms Function Room Acoustics	MARC Clubrooms Function Room has poor acoustics and limits the amount of use. The Function room space is ideal for gathering of up to 50 people but the sound quality makes it very hard to use. Space is ideal for training or seminars. Potential Occupational, Health & Safety issue.	-	30,000						-
				MARC Leisure Pool Acoustic Detailed Design	MARC Leisure Pool Acoustic have under gone testing with operational noise levels measured at multiple points around the Pool Hall with a combination of patron noise & operational related (filters, water movement). These noise levels ranged from 76 to 82 dB(A), however were generally within the 80 dB(A) range. Detailed Design to be undertaken in 2020/21 year with installation work to be undertaken in 2021/22 year.	-	25,000						-
				MARC Show Courts Lighting Control	Ability to control show court lighting individually.	-	20,000						-
				Mariners Cove Gazebo Refurb	Refurbishment of the Mariners Cove Gazebo.	-	200,000						-
				Milgar St Reserve Water Service Replacement	Installation of compliant water service from Park Rd to Milgar St Ablution, Caterpillar Park water bubbler & BMX facility.	21,350							21,350
				MPAC HVAC Replacement	Replacement of MPAC HVAC systems.	-	1,000,000						-
				Refurbishment of Museum Development Officer's Office	Create a space that is conducive to a positive work environment, is ergonomically appropriate and functional. This includes replacing the damaged ceiling, blocking the unused doorway between the two offices, installing a height adjustable desk and shelving units, and replacing the carpet.	-	28,000						-
				Reserve Meter Replacement Program	Renewal of meters in the City's Reserves.	-	50,000						-
				Roof Replacement Program	-	-	500,000						-
				Rushton Park Pavilion - External Coatings Refurbishment	Repainting of external finishes of main pavilion.	-	76,000						-
				Seniors Centre Heating Cooling System Upgrade	Replace existing fan coil heaters and 2x evaporative cooling system with 4x cassette type split system units.	48,035					45,000		3,035
				Seniors Main Hall Parquet Floor Extension	Removal of carpet tiles surrounding edge of Main Hall dance floor and replace with matching parquet flooring.	-	54,000						-
				Seniors Reception/Info Hub Desk	Design and supply counter/desk for Volunteers at Seniors Centre entry foyer.	-	12,000						-
				Site Main Switchboard Program	Renewal of site main switchboards	53,373							53,373
				WMC - Upgrade Alarm System	Upgrade existing alarm system within gatehouse at WMC and install alarm intrusion protection to main tipping shed and recycling shed.	30,000							30,000
				Total		827,392	4,978,000				295,000		532,392
					For stage 3 of the consultancy services that will cover the final design of the remedial works needed. The budget also includes a preliminary estimation of the remedial works, based on previous experiences with similar structural problems and construction of retention walls.	32,435							32,435
				Keith Holmes Reserve POS Upgrade	Including concreting, picnic tables and shelters.	97,306							97,306
				Marina Pens WIFI	Current WIFI footprint only onshore - extend WIFI coverage to include Main Marina, A to G Jetties and Dolphin Pool J Jetty.	20,000							20,000
				South Harbour Paving Upgrade Stage 2	Stage 2 Upgrade South Harbour as per detailed design including removal of damaged pavements Florian Mews.	183,800						50,000	133,800
				South Harbour Upgrade Stage 2 to 6	Stage 1 to 6 - Upgrade South Harbour as per detailed design (note Stage 1 allocated 19/20 Capital Budget of \$75,000).	-	200,000						-
				Total		333,541	200,000					50,000	283,541

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	CoM
LTFP Renewal/Upgrade Program	Drainage	Drainage	652,715	DR 294 Estuary Road	Reinstatement of verge swales.	81,278							81,278
				DR Discretionary Drainage	Undertake any drainage requirements/emergencies that arise, not budgeted.	92,116							92,116
				DR Halls Head Parade - Roberts Point	Re-design of car park layout to include resurfacing, drainage upgrades, PSP and footpath connectivity to new boardwalk.	73,693							73,693
				DR Koolinda Street	Flood Prevention.	162,558							162,558
				DR Leighton Road/Halls Head Parade	Installation of underground storage in Blue Bay Car Parking bays to remove reliance on beach outlet.	27,093							27,093
				DR Northport Boulevard	Flood Prevention.	81,278							81,278
				DR Rainbow Way Swale Reinstatement	Reinstatement of verge swales.	81,278							81,278
				DR Yeedong Road	Flood Prevention.	108,371							108,371
				WSUD - Batavia Ave	Catchment retrofit of Batavia Ave, Wannanup. Site previously identified in report to council in 2015.	-	150,000						
				Total		707,665	150,000						707,665
	Furniture & Equipment		51,905	Furniture & Equipment Renewal Program	Renewal of furniture and equipment as required.	55,508							55,508
				Other Equipment	-	-	50,000						
				Total		55,508	50,000						55,508
	Other			Capacity Building Team Work Area Refurbish	-	-	35,000						-
					Replace the computer desk at Mandurah Library with height adjustable computer pods - three pods for public access computers and one pod for Online Public Access Catalogue (OPACS) computers. Each pod consists of three computer stations, all individually height adjustable, separated by screens for privacy. This will reduce the number of public access computers from 14 to 9, and OPACS from 4 to 3. Included in the project will be: a custom built print release station (like that built at Lakelands Library); Carpet replacement for the area under the existing computer desk; and electrical work for the new pods.	-	40,000						-
				Community Computer Desk Refurbishment									
				MARC Stadium Court 3 Scoreboard Replacement	MARC Stadium Court 3 Scoreboard Replacement. Current Court 3 Scoreboard is approx. 18 years old & is old technology. Computronics no longer exist & spare parts cannot be sourced. Replace with the same scoreboards that are on Show court 1 & 2 and Stadium Court 4.	-	10,000						-
				Tims Thicket Septage Facility Upgrade (Re-budget)	Upgrade of the liquid waste infrastructure at the Tims Thicket Septage facility.	-	750,000						-
				Total		-	835,000						-
	Parks		1,122,224	Australis Circle Reserve	Upgrade irrigation and replant.	-	18,000						-
				Avalon Foreshore Westview Parade Stage 2	Finalisation of the access improvement and facilities to the Avalon foreshore lookout area	-	50,000						-
				BBQ Replacement Program	Renewal of BBQs within the City.	-	150,000						-
				Blythwood Park, Dudley Park	Upgrade as outlined in masterplan.	-	300,000						-
				BMX Track Renewal Program	Resurfacing and reshaping of BMX and pump tracks.	56,544							56,544
				Bortolo Park Drainage Basin	Stage 1 of 3. Rehabilitation of existing re-contoured drainage basin next to Murdoch Drive. Total project cost \$300,000.	-	60,000						-
				Cemetery - Upgrade of lakes	Reline and kerb cemetery lake surrounds, large and small front lakes	96,124							96,124
				Clipper Street to Oversby Street, Halls Head	Coastal Fencing - replace Clipper St to Oversby St, Halls Head.	-	50,000						-
				Dawesville Cut - North and South Revegetation	Replanting native vegetation both sides of Dawesville Channel berms.	-	40,000						-
				DR Sump Fencing	Replacement of fencing around sumps as programmed.	-	50,000						-
					Continuation of landscape upgrade including new path network and access to beach, shelters, seating areas, playground, shade structures, decking and dune stabilisation via planting and trees.	339,261						300,000	39,261
				Falcon Bay Upgrade - Stage 4 of 5	Upgrade historical Falcon stock well site.	-	7,500						-
				Falcon Oval Well	Stage 2. Upgrade to existing bore/irrigation and reserve facilities including path connections, sports court, tree planting, irrigated turf areas.	-	100,000						-
				Gallop Reserve	Streetscape improvements Education Drive to Lakes Road.	-	200,000						-
				Gordon Road									
				Halls Cottage Fencing	The timber fence and gate at Hall's Cottage needs replacing. The gate is heavy and an OSH risk for anyone attempting to open it. The fence and gate will need to be replaced within the heritage style it is constructed in.	53,373							53,373
				Henson Street Reserve	Henson St Reserve. Removal of old fence and installation of new pine log posts.	-	22,000						-
				Hermitage Reserve universal access improvements	Hermitage Reserve universal access improvements	-	60,000						-
				Lakes Cemetery Fencing - renewal	Supply and install post and rail fence to southern surrounds of Lakes Cemetery.	35,057							35,057
				Lavender Gardens - Track Resurface	The redesign and resurface of the BMX track in Lavender Gardens.	-	60,000						-
				Lavender Gardens Reserve	BMX track resurface.	-	50,000						-
				Marlee Reserve site furniture	Upgrade site furniture at Marlee Reserve, Parklands.	-	30,000						-
				McLennan Reserve	Final stage of upgrade and hydrozone.	-	85,000						-
				Meadow Springs Turf Wicket	Upgrade turf wicket at Meadow Springs.	-	10,000						-
				Melaleuca Tce - Replace broken pine fencing	Replace broken pine fence, 500 metres.	67,852							67,852
				Merlin Street Activation Plan - Implementation	Implementation of Merlin Street Reserve Activation Plan.	-	10,000						-
				Middleton Loop, Meadow Springs	Middleton Loop park Improvement Reserve R49182 located at far end of street.	-	10,000						-
					Continuation of landscape upgrade including new path network, shelters and seating areas, nyungar interpretive signage and totems, viewing deck and estuary edge stabilisation with native sedges, planting and trees	452,348						400,000	52,348
					Alterations to the oval northern retaining wall and removal of the Florida Estate entry wall, changes to turf, reticulation modifications, reinstate entry feature and rebuild retaining wall in new alignment. This is to extend turf playing surface to enable a full size rugby pitch.	-	100,000						-
				Ocean Road Oval Modifications									
					Landscape Old Coast Road verge adjacent to Parkland Villas (Leisure Way to McLarty Rd), to complement existing landscape treatments as this is the main southern entry to the City Centre.	-	135,000						-
				Old Coast Road Landscaping									
				Old Coast Road/Wilderness Drive - Playground Renewal	Resolve flooding issues.	31,665							31,665
				Orion Road Reserve	Orion Road Reserve improvements.	-	30,000						-
					Replace Pump Station pumps as determined by the City's Drainage team Pump Replacement Program.	46,599							46,599
				Pump Station Replacement of Pumps									
				Rakoa Reserve and Bridgewater South Replace Fencing	Rakoa Reserve \$25,000 and Bridgewater South \$5,000.	33,926							33,926
				Replace fencing	Bridgewater South - Replace fencing.	-	25,000						-
					Continue upgrade of park furniture to meet current standards for shelters/picnic table settings.	-	45,000						-
				Riverside Gardens Foreshore park furniture									
				San Remo deck modifications	Make the access ramp compliant.	11,308							11,308

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	CoM
LTFP Renewal/Upgrade Program	Parks			Seascope Village Precinct - Shade Structure Refurbishment	Dismantle and remove shade structure. Blast and re-galvanise steel frame. Re-erect on site. Supply / fix new custom orb roof sheeting.	32,024							32,024
				Shade Sail Renewal Program	Renewal of shade sails.	56,544							56,544
				Silver Sands Reserve	Stage 1 of park upgrade including changes to playground, paths, seating , shelter, shade sails and tree planting.	-	75,000						-
				SL Sports Lighting Replacement Program	Replacement of sports lighting.	-	6,000						-
				Suncrest Meander Park - upgrade	Improvements to play area elements, nature play plus swing, BBQ and replacement of tennis and basketball court surfaces.	-	150,000						-
				Tickner Reserve Final Stage	Final stage landscape upgrade including path connections, additional planting, mulch, exercise equipment and shade.	-	175,000						-
				Trails Development Plan	Construction/upgrade of trail networks/trail heads/bike tracks.	-	50,000						-
				Upgrade of play equipment at Hennessy Res	Upgrade of play equipment at Hennessy Res.	-	20,000						-
				War Memorial - Redesign and replace reticulation	War Memorial - Redesign and replace reticulation.	22,618							22,618
				Westbury Way POS South side	Commence POS upgrade to south side.	-	155,000						-
				Woodlands Reserve Stage 4	Path connection, concrete edge, mulch, sedges and trees.	-	30,000						-
				Yalgor Heights Reserve - Playground Renewal	Remove equipment and combine with Wilderness Drive.	31,665							31,665
				Total		1,366,908	2,358,500					700,000	666,908
	Plant & Machinery		3,300,000	BOMAG BW24R MULTI TYRE ROLLER	WORKS CONSTRUCTION	186,506				45,900			140,606
				2T TANDEM TIPPER - CIVIL CONSTRUCTION (DRAINAGE)	CIVIL CONSTRUCTION (DRAINAGE)	8,646				1,330			7,316
				3T TANDEM TIPPER - CIVIL MAINTENANCE	CIVIL MAINTENANCE	11,003				1,660			9,343
				BOXTOP 1500KG - CITYBUILD	CITYBUILD	4,780				750			4,030
				BOXTOP 2000KG - CIVIL CONSTRUCTION(DRAINAGE)	CIVIL CONSTRUCTION(DRAINAGE)	5,498				700			4,798
				BOXTOP 2000KG - WORKS CONSTRUCTION	WORKS CONSTRUCTION	8,498				700			7,798
				EARLEX ELECTRIC SPRAY UNIT - CITYBUILD	CITYBUILD	7,755				640			7,115
				FLAT TOP 1500KG - WORKS CONSTRUCTION	WORKS CONSTRUCTION	3,900				700			3,200
				FORD RANGER - PARKS CENTRAL	PARKS CENTRAL	39,375				18,915			20,460
				FORD MONDEO - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	35,372				15,917			19,455
				FORD RANGER - CIVIL MAINTENANCE	CIVIL MAINTENANCE	38,117				19,720			18,397
				FORD RANGER - EMERGENCY MANAGEMENT SDBFB	EMERGENCY MANAGEMENT SDBFB	39,450				19,720			19,730
				FORD RANGER - HEALTH SERVICES	HEALTH SERVICES	39,154				18,809			20,345
				FORD RANGER - LANDSCAPING SERVICES	LANDSCAPING SERVICES	32,358				15,544			16,814
				FORD RANGER - MARINA AND DEPOT	MARINA AND DEPOT	38,505				18,607			19,898
				FORD RANGER - PARKS ASSETS	PARKS ASSETS	38,313				18,408			19,905
				FORD RANGER - PARKS CENTRAL	PARKS CENTRAL	30,633				14,715			15,918
				FORD RANGER - PARKS MAINTENANCE - RETIC	PARKS MAINTENANCE - RETIC	183,855				61,888			121,967
				FORD RANGER - PARKS NORTHERN	PARKS NORTHERN	33,515				16,100			17,415
				FORD RANGER - PARKS PROJECTS	PARKS PROJECTS	37,944				19,630			18,314
				FORD RANGER - PARKS-SOUTHERN	PARKS-SOUTHERN	73,025				35,077			37,948
				FORD RANGER - RECREATION SERVICES	RECREATION SERVICES								
				COORDINATOR	RECREATION SERVICES COORDINATOR	34,700				16,100			18,600
				FORD RANGER - WASTE MANAGEMENT	WASTE MANAGEMENT	38,653				19,283			19,370
				FORD RANGER - WORKS CONSTRUCTION	WORKS CONSTRUCTION	40,350				19,430			20,920
				HOLDEN COLORADO - RANGERS	RANGERS	36,500				16,822			19,678
				HOLDEN COLORADO - SURVEYING SERVICES	SURVEYING SERVICES	37,574				17,356			20,218
				HOLDEN TRAILBLAZER - WORKS AND SERVICES	WORKS AND SERVICES	37,773				19,159			18,614
				HYUNDAI I30 - WORKS AND SERVICES	WORKS AND SERVICES	23,457				8,662			14,795
				ISUZU DMAX - PARKS ASSETS	PARKS ASSETS	31,576				15,169			16,407
				KOMATSU WA250PZ-6 WHEEL LOADER	WORKS CONSTRUCTION	276,555				79,405			197,150
				KUBOTA OFD 72 INCH - CAB+TRAILER - PARKS ASSETS	PARKS ASSETS	72,000				7,500			64,500
				KUBOTA OFD 72 INCH - PARKS NORTH	PARKS NORTH	31,901				7,500			24,401
				KUBOTA ZERO TURN 72 INCH - PARKS SOUTH	PARKS SOUTH	25,943				6,000			19,943
				Light Passenger Vehicles - New 2	(blank)	-	22,000						-
				Light Passenger Vehicles - New 6 - Sustainable Development Ranger Services	TOYOTA PRIUS C BASE MODEL - Sustainable Development Ranger Services	-	22,000						-
				LUGGAGE TRAILER SINGLE AXLE 2000KG - PARKS ASSETS	PARKS ASSETS	6,710				1,090			5,620
				MAZDA CX-5 - PEOPLE AND COMMUNITIES	PEOPLE AND COMMUNITIES	30,531				15,502			15,029
				MAZDA CX-5 - STRATEGY AND BUSINESS PERFORMANCE	STRATEGY AND BUSINESS PERFORMANCE	32,417				16,460			15,957
				MAZDA CX-5 - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	127,782				61,889			65,893
				MAZDA CX-5 - WORKS AND SERVICES	WORKS AND SERVICES	95,685				48,585			47,100
				MITSUBISHI OUTLANDER - PEOPLE AND COMMUNITIES	PEOPLE AND COMMUNITIES	28,441				11,815			16,626
				MITSUBISHI OUTLANDER - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	27,488				11,419			16,069
				MITSUBISHI OUTLANDER - WORKS AND SERVICES	WORKS AND SERVICES	60,810				25,243			35,567
				MITSUBISHI TRITON - PARKS PROJECTS	PARKS PROJECTS	29,300				13,650			15,650
				MOWING 4500KG - PARKS NORTHERN	PARKS NORTHERN	16,968				3,040			13,928
				MOWING 4500KG - PARKS-SOUTHERN	PARKS-SOUTHERN	33,936				6,080			27,856
				ROBIN TRASH PUMP - CIVIL CONSTRUCTION (DRAINAGE)	CIVIL CONSTRUCTION (DRAINAGE)	7,364				890			6,474
				TORO REELMASTER 7000D - PARKS ASSETS	PARKS ASSETS	82,378				18,252			64,126
				TOYOTA HIACE - PARKS MAINTENANCE - RETIC	PARKS MAINTENANCE - RETIC	68,821				32,745			36,076
				TOYOTA HIACE 12 SEAT BUS - EMERGENCY MANAGEMENT	EMERGENCY MANAGEMENT	72,893				23,876			49,017
				TOYOTA PRADO - MAYORS OFFICE	MAYORS OFFICE	58,654				24,367			34,287
				TOYOTA RAV4 - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	61,613				28,440			33,173
				TURF CUTTER - PARKS SOUTH	PARKS SOUTH	8,642				1,000			7,642
				VERTI MOWER - PARKS ASSETS	PARKS ASSETS	7,000				400			6,600
				VOLKSWAGEN GOLF - WORKS AND SERVICES	WORKS AND SERVICES	28,703				11,924			16,779
				VW Golf - WORKS AND SERVICES	WORKS AND SERVICES	23,925				9,939			13,986
				WASTECH CONVERTED DOLLY TRAILER -WMC	WMC Upgrade Compaction Trailers	33,437				5,486	27,951		-
				WASTECH SEMI TRAILER - WMC	WMC Upgrade Compaction Trailers	287,087				35,327	251,760		-
				WASTECH SEMI TRAILER -WMC	WMC Upgrade Compaction Trailers	287,087				35,327	251,760		-
				Total		3,100,856	44,000			1,020,562	531,471		1,548,823

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	CoM	
LTFP Renewal/Upgrade Program	Roads	Bus Shelters		SF Street Furniture Renewal Program	Renewal of street furniture and bus stop infrastructure.	-	30,000						-	
		Total				-	30,000						-	
		Carparks	82,317	CP Halls Head Parade - Roberts Point	Re-design of car park layout to include resurfacing, drainage upgrades, PSP and footpath connectivity to new boardwalk.	88,865							88,865	
		Total				88,865							88,865	
		Construction	1,602,329	RC Old Coast Rd/Mary St Roundabout	Extension of south bound merge point.	-	350,000							
				RR Peel Street	Upgrade and realign Peel Street - RRG.	812,789		500,000				250,000	62,789	
		Total				812,789	350,000	500,000				250,000	62,789	
		Drainage		DR Drainage Upgrade Program	Drainage Upgrade program.	-	750,000						-	
		Total				-	750,000						-	
		Lighting	396,747	Reserve Lighting Program	Renewal of reserve lighting.	-	200,000						-	
				SL Carpark Lighting Replacement Program	Renewal of carpark lighting.	58,711							58,711	
				SL Light pole replacement	Replace rusted light poles with Swivel Poles - Parks and Reserves.	53,373							53,373	
				SL Mandurah Marina canal light pole rectification	Mandurah Marina canal light pole rectification.	53,373							53,373	
				SL Mandurah Scoop Lighting Replacement	Replacement of decorative lighting to Scoop roundabout.	18,147							18,147	
				SL Parks and Reserves LED Program	Parks and Reserves LED programme- Replace Mercury Vapour luminaire with LED luminaires.	80,059							80,059	
				SL Rushton Sports Flood Lighting - Replacement	Replacement of all sports flood lighting in the Rushton Sporting Precinct (3 ovals).	106,746						100,000	6,746	
				SL Upgrade of the older lighting Poles on Peelwood Reserve Oval 2	Upgrade of the older lighting towers on Peelwood Reserve Oval 2 to bring the oval up to 100 lux standards for community sport.	53,373							53,373	
				Street Lighting Replacement Program	Renewal of street lighting.	-	165,000						-	
		Total				423,782	365,000					100,000	323,782	
		Other	417,809	TM Discretionary Traffic Management Program	Installation of traffic management as required.	162,558							162,558	
				Mandurah Road Median	Gordon Road to Singleton.	-	150,000						-	
				Pinjarra Road East - Median Stage 3	Finalisation of landscape upgrade treatment to Pinjarra Road east median	33,926							33,926	
				TM Merlin St/Mistral St Roundabout	Installation of new roundabout.	243,837						200,000	43,837	
				TM Spinaway Parade Plateau	Raised plateau installation Falcon Bay.	-	25,000						-	
				TM Traffic Management New Program	Program for traffic management projects as identified.	-	400,000						-	
		Total				440,321	575,000					200,000	240,321	
		Paths	108,041	Baloo Crescent Footpath Renewal	-	-	20,000							
				Boundary Road PAW	Coolibah Ave to Oak Ave.	-	36,000							
				Cox Bay Footpath Renewal	Replace with new red asphalt path to include line marking for shared use.	-	192,000							
				Pallas Way PAW	Pallas Way to Troy Place PAW.	-	12,000							
				Pedestrian Crossing Upgrades	Upgrade various pedestrians crossings to accessibility standards.	-	50,000							
				Pleasant Grove POS	-	-	25,000							
				SP Cox Bay Footpath Renewal	Replace with new red asphalt path to include line marking for shared use.	117,041							117,041	
				SP Estuary Road Footpath Renewal	The footpath that runs between Estuary Rd and the inlet has significant damage throughout the length of the path.	-	50,000						-	
				SP Old Coast Road Footpath Renewal	The footpath that runs along Old Coast Rd, Halls Head (between Merlin St & Seascapes Blvd) has very significant damage throughout the length of the path.	-	100,000						-	
				SP Shared Path Renewals	Renewal of existing paths that have reached the end of their useful lives.	-	250,000						-	
		Total				117,041	735,000						117,041	
		Rehabilitation	1,923,291	RR Catalina Dr/Badgerup Ave Roundabout	Full rehabilitation of roundabout to include approach legs. May also include lighting upgrade (TBC) - R2R.	596,045			550,000				46,045	
				Bortolo Drive	Widen and install edge line and unbroken separation line on Bortolo Dr between Exchequer Ave and Dalton Way.	-	700,000							
				Coodanup Drive Stage 3	Road renewal to complete project and previous work.	-	1,000,000							
				Coolibah Ave Stage 2	Reconstruct Coolibah Avenue between No. 43 and No. 63.	-	890,000							
				Guillardon Terrace/Karinga Way	Realign Road to mitigate tree root damage and issues.	-	550,000							
				Peel St/Ormsby Tce Roundabout	Rehabilitate Peel Street/Ormsby Terrace roundabout. The scope extends from 1 Ormsby Terrace to the CoM administration building and from 52 Ormsby Terrace to 58 Ormsby Terrace.	-	1,020,000							
				RR Cesia Lane	Reconstruct Cesia Lane between Avalon Parade and Longboard Cove.	-	160,000						-	
				RR Guava Way	Rehabilitate Guava Way between Peelwood Parade and Waltham Street.	-	205,000						-	
				RR Leslie Street	Renew Leslie Street - RRG.	812,789			500,000				250,000	62,789
				RR Old Coast Rd - Cossack Way to Shoshone View	Resurface Old Coast Road in Dawesville from Cossack Way to 6 Shoshone View. Rehabilitate eastern side.	270,930						100,000	170,930	
				RR Old Coast Road/Albany Drive	Reduce left turn pocket and resurface Old Coast Road with chip seal. Intersection lighting upgrade with Albany Drive - R2R.	140,883			120,708				20,175	
				RR Pinjarra Road Stage 2	Renew Pinjarra Road - RRG.	812,789			500,000				250,000	62,789
				RR Sticks Boulevard	Realign Sticks Boulevard and CAP roads in front of No. 55 and 57, to provide more clearance to a large Eucalyptus tree.	-	320,000						-	
				RR Thera St Stage 2	Mill and fill Thera Street between Crusader Street and Koolinda Street. Full pavement reconstruction for southbound lane from 28B to Koolinda Street - R2R.	184,233			170,000				14,233	
				RR Tims Thicket Road	Reconstruct Tims Thicket Road between No. 65 and Ridgewood Drive, including the Jandu Way and Ridgewood Drive intersections and channelisation.	-	540,000						-	
				Wanjeep Street Stage 1	Reconstruct Wanjeep Street between Steerforth Drive and No. 192 (seal change).	-	750,000						-	
		Total				2,817,669	6,135,000	1,840,708				100,000	500,000	376,961
		Reseals	905,042	Roads Renewal - Reseal	20/21 R & U - refer to Appendix B.	980,765			326,716					654,049
		Total				980,765			326,716					654,049
LTFP Renewal/Upgrade Program Total						12,095,518	18,350,500	2,667,424		1,020,562	1,226,471	1,521,000	5,660,061	
Major Projects Approved LTFP	Parks			Eastern/Western Foreshore	Including Eastern Foreshore South and Western Foreshore Recreation Precinct. Playground and picnic area improvements, expansion to open space area and renewal of toilet facilities.	9,385,000		7,500,000				1,500,000	385,000	
		Total				9,385,000		7,500,000				1,500,000	385,000	
	Roads	Construction		RR Pinjarra Road Stage 1	Upgrade Pinjarra Road - RRG.	812,789		500,000				250,000	62,789	
		Total				812,789		500,000				250,000	62,789	
				Smart Street Mall	Improve physical presentation of the Smart St Mall streetscape.	1,000,000						1,000,000	-	
Major Projects Approved LTFP Total						1,000,000						1,000,000	-	
Major Projects Approved LTFP Total						11,197,789		8,000,000				2,750,000	447,789	
Restart Mandurah	Buildings			Ablution Bortolo Reserve	New ablution and storage facility to sit adjacent to new proposed car park, north east of Bortolo Reserve.	213,492					200,000		13,492	

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	CoM
Restart Mandurah	Buildings			South Mandurah Football Club Changeroom Project	Complete building works including sewer connection. Sewer quotation received. Project is ready to commence.	106,746					100,000		6,746
				Stage 2 of Upgrades to Peelwood Reserve Changerooms	Upgrade of changerooms.	106,746							6,746
				Total		426,984					400,000		26,984
	Drainage			Bortolo Sump - Water Sensitive Urban Design	Water Sensitive Urban Design. Boardwalk construction as per concept plan provided by Landscape Services. Materials procurement and construction procurement to be separate.	325,116					300,000		25,116
				Total		325,116					300,000		25,116
	Other			Restart Mandurah - Other	Balance of funds available for Restart Mandurah Projects.	2,785,000					2,785,000		-
				Waste Transfer Station increase hardstand area with concrete	Hardstand area Stage 3 (reinforced concrete).	100,000					100,000		-
				Total		2,885,000					2,885,000		-
	Parks			Dawesville Channel SE Foreshore Upgrade	Refer to Council endorsed concept plan and liaise with Craig Johnson. Options within funding include - road extension, car park provision and landscaping.	226,173					200,000		26,173
				Falcon Reserve Activation Plan - Stage 2	Project continuation of deferred stage 1 works from 2019/2020. Delivery of district play space, street parking, change to access points, delivery of pavilion portico and BMX track upgrade.	226,173	-				200,000		26,173
				Madora Bay Beach	Madora Bay Foreshore Node Upgrade as per Concept Masterplan. Listed on LTFP as Sabina Drive Foreshore.	113,087					100,000		13,087
				Madora Bay Shade Shelters	Shade shelters for beach - structures as per previous structures x3.	67,852					60,000		7,852
				Shade Sails Over Playgrounds	Need to select playgrounds that have identified shade sail needs. List to be compiled for sign off before proceeding to procurement.	226,173					200,000		26,173
				Total		859,458	-				760,000		99,458
	Roads	Other		Mandurah Road Median	Landscaping of Mandurah Road Median, Murdoch Drive intersection with Mandurah Road including paving of Murdoch Drive from Mandurah Road to Bortolo Drive.	169,631	-				150,000		19,631
				Total		169,631	-				150,000		19,631
		Paths		SP Stingray Point Footpath Replacement	Replace existing shared path adjacent to sea wall (existing levels will suffice).	146,302					135,000		11,302
				Total		146,302					135,000		11,302
				Waste Transfer Station Road Construction	Perimeter road construction.	108,371					100,000		8,371
				Total		108,371					100,000		8,371
Restart Mandurah Total						4,920,862	-				4,730,000		190,862
Carryovers	Bridges			Old Mandurah Bridge	Design progressing in line with the plans for the Western Foreshore redevelopment and reviewing site requirements.	400,000					400,000		-
				Total		400,000					400,000		-
	Buildings			Admin Building First Floor Carpet	Deferred COVID-19 Review.	38,535					38,535		-
				CASM Ablution Upgrade	Deferred COVID-19 Review.	47,020					27,020		20,000
				Change Rooms Upgrade Program	Deferred COVID-19 Review.	213,487					213,487		-
				Civic Building - Tuckey Room	Completion due late August.	121,177					120,000	1,177	-
				Civic Chamber Meeting Rooms	Construction 50% complete. Completion due July.	64,403					64,403		-
				MARC LED & Lighting Control	RFQ out to installers.	44,180					44,180		-
				MARC/Waste Transfer Station - Solar Plan Phase 5	Works to commence mid-June.	309,414					125,000	184,414	-
				Mh Mustangs FC - Facility Development	Deferred COVID-19 Review.	176,131					165,000		11,131
				Peel Community Kitchen	Restart Mandurah project, combined with 2019/20 project.	247,200					247,200		-
				Peelwood Res - Changeroom Upgrade	Deferred COVID-19 Review.	21,350					20,000		1,350
				Site Main Switchboards	Works to be completed in conjunction with MARC generator.	89,133					89,133		-
				Southern Ops Transportable Meeting Room	Contract currently being awarded.	79,832					79,832		-
				Total		1,451,862					1,233,790	185,591	32,481
	Coastal & Estuary			Avalon Foreshore	Project completion due early July. Delayed due to contractor not being able to obtain materials.	27,000					27,000		-
				Parkridge Boat Ramp	Deferred COVID-19 Review.	62,060		16,410			40,990		4,660
				Total		89,060		16,410			67,990		4,660
	Drainage			DR Orion Rd Park Stage 2	Awaiting Western Power and minor works. Completion proposed for July/August.	20,718					20,718		-
				Total		20,718					20,718		-
	Furniture & Equipment			MPAC Orchestra Lift	Works proposed to commence July/August.	128,095					120,000		8,095
				Total		128,095					120,000		8,095
	Other			Eastern/Western Foreshore	Majority of planning and procurement completed in 2019/20. Construction to be undertaken in 2020/21.	5,785,103					4,515,103	1,270,000	-
				Road Sweeper Spoil	Completion due July/August.	45,000					45,000		-
				Total		5,830,103					4,560,103	1,270,000	-
	Parks			Falcon Reserve Activation Plan	Deferred COVID-19 Review.	209,035					209,035		-
				Falcon Skate Park Upgrade	Completion due mid-July.	160,000		80,000				80,000	-
				Grahame Heal Reserve	Awaiting Western Power connection for bore/reticulation works.	67,176							-
				Lakelands Community Garden	Deferred COVID-19 Review.	30,000					30,000		-
				Lakelands District Open Space/Clubroom Facility	Project completion 2020-2021 including changerooms and district open space.	1,200,000		375,000			600,000	225,000	-
				Louis Dawe Park	Awaiting delivery of play equipment from overseas. Completion due July.	46,212					46,212		-
				MARC improvement to car park area	Installation of bike rake proposed for July.	10,000					10,000		-
				Pebble Beach Boulevard Res 46649	Deferred COVID-19 Review.	156,945					156,945		-
				Total		1,879,368		455,000			1,119,368	305,000	-
	Plant & Machinery			6" inch Skid Mounted Trash Pump	In progress with procurement.	66,000					66,000		-
				FORD RANGER - MARINA & WATERWAYS	Deferred COVID-19 Review.	39,467					39,467		-
				KOMLETE SCREEN PLANT - Works and Services	(blank)	43,800					43,800		-
				RED EXIM VERTI DRAIN AERATOR - PARKS NORTHERN	Delayed due to COVID-19, in transit from Europe.	50,574					50,574		-
				Total		199,841					199,841		-
	Roads			Coodanup Drive	Civil works complete. Delayed due to Western Power undertaking street lighting.	111,930		100,000			111,930	150,000	-
				Peel Street	Construction 30% complete. Will tie in with 2020/21 works.	250,000							-
				RR Thera Street	Construction 60% complete. Works to continue into Stage 2 of project in 2020/21.	80,000					80,000		-
				Smart Street Mall Upgrade	Majority of planning and procurement completed in 2019/20. Construction to be undertaken in 2020/21.	1,000,000						1,000,000	-
				TM Discretionary Traffic Mgmt	School crossing agreement requires works to be undertaken by Operations staff.	46,629					46,629		-

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	CoM
Carryovers	Roads			WMC Recovery Facility Hardstand	Scope of works being confirmed.	205,907					190,000		15,907
		Total				1,694,466		100,000			428,559	1,150,000	15,907
Carryovers Total						11,693,512		571,410			8,150,368	2,910,591	61,143
Other	Parks			Hexham Wetland Fencing	New fencing required to protect new plants from wildlife.	20,340			20,340				-
		Total				20,340			20,340				-
Other Total						20,340			20,340				-
Grand Total						43,066,208	18,382,500	11,258,834	20,340	1,020,562	14,281,839	7,931,591	8,553,042

Capital Works Budget 2020-21 - Appendix A

Project Title (LTFP)	Project Summary/Description	Budget 2020/21 \$	Out (other projects considered) \$
SP Shared/Cycle Paths New Program		600,000	96,600
SP Halls Head Parade PSP	Installation of principal shared path (cycle/pedestrian) on the western side of Halls Head Pde between Robert Point and Clipper Way.	20,000	
SP Casuarina Drive	Seaforth Drive to Peelwood Parade	15,000	
SP Eldora Crescent	Philante St to Gretel Dr	50,000	
SP First Avenue	Coolibah Ave to Tuart Ave	32,000	
SP Lanyon Street	Anstruther Rd to Parkview St	65,000	
SP Melita Street	Lynda St to Cobblers St	42,000	
SP Murdoch Drive	Elegant Dr to Valentine Dr	84,000	
SP Pinjarra Road	No. 445 Elders Homes to Serpentine River	75,000	
SP Pinjarra Road Park	Pinjarra Road Park to San Marco Quays	67,000	
SP Wanjeep Street	No. 156 to Birchley Rd	95,000	
Mulberry Close PAW	Mulberry Cl to Wattle Cl	24,000	
Missing Links	Path Connections missing links between 2 streets or paths - typically less than \$10k	31,000	
Rochester Way	Meadow Springs Dr to Ardmore Crt		46,000
Coppercups Place	PAW by No.9 to Templetonia Prom.		50,600

Capital Works Budget 2020-21 - Appendix B

Project Title (LTFP)	Project Summary/Description	Budget 2020/21 \$	Out (other projects considered) \$
Roads Renewal - Reseal		905,000	553,000
RS Aldgate Street	Asphalt overlay for Aldgate Street from Anstruther Road (seal change) to France Street.	90,000	
RS Castlewood Place	Micro surface for Castleward Place for entire length.	16,000	
RS Mississippi Drive Stage 2	Resurface Mississippi Drive between No. 41 and Zambesi Drive southern end.	215,000	
RS Oakmont Avenue Cool Seal	White cool seal between Parkstone Dr and St Annes Tce - trial site next to School.	90,000	
RS Oakmont Avenue	Resurface with white cool seal between Parkstone Dr and St Annes Tce - trial site next to School.	80,000	
RS Perie Banou Close	Asphalt overlay for entire length of Perie Banou Close.	85,000	
RS Sedgemere Terrace	Micro surface for Sedgemere Terrace for entire length.	23,000	
RS Valley Road	Asphalt overlay for Valley Road between No. 21 and No. 27.	25,000	
RS Valley Road	Asphalt overlay for Valley Road between No. 5 and Shayne Street.	65,000	
Ayrton Street	Asphalt overlay for Ayrton Street between Melros Beach Road and No. 74.		290,000
Baruna Court	Asphalt overlay for entire length of Baruna Court (excluding roundabout).		150,000
Donnelly Gardens	Asphalt overlay for entire length of Donnelly Gardens and Fitzroy Close.	190,000	
Sabina Drive	Asphalt overlay for Sabina Drive from Madora Beach Road (seal change) to Pagoda Place (seal change). Also include stripped section of Bengal Street (fronting 1 Bengal Street).		100,000
Waldron Boulevard	Asphalt overlay for Waldron Boulevard from No. 62 to No. 70.		13,000
Westbourn Pass	Micro surface for Westbourn Pass for entire length.	26,000	

Capital Works Budget 2020-21 - Appendix C

Project Title (LTFP)	Project Summary/Description	Budget 2020/21 \$	Out (other projects considered) \$
Shade Sails New Program		100,000	
Bortolo Reserve - Shade Sail	Shade sail to be installed over play equipment.	30,000	
Hermitage Park - Shade Sail	Shade over Nature play and second playground.	40,000	
Country Club Drive - Shade Sail	Shade required for playground and fitness area.	30,000	
Water Fountains New Program		50,000	
Wittenoom Reserve - Drinking Fountain	Install drinking fountain at Wittenoom Reserve.	8,000	
Calypso Reserve - Drinking Fountain	Install drinking fountain at Calypso Reserve.	8,000	
Halls Head Foreshore - Drinking Fountain	Halls Head Foreshore drink fountain and dog bowl.	8,000	
Lord Hobart Reserve - Drinking Fountain	Installation of drinking fountain near playground and multi sports court.	15,000	
Mogum Reserve - Drinking Fountain	Installation of drinking fountain at Mogum Reserve.	11,000	
BBQ New Program		50,000	
BBQ Caterpillar Park	Additional BBQ to be installed in Caterpillar Park including 3 phase power.	25,000	
BBQ Templetonia Reserve, Coodanup	Install new BBQ.	25,000	

Asset Disposals

Fleet #	Make/Model	Department	Replacement Budget in 2020/21 Capital Works Program	Budget Proceeds on Sale 2020/21	Net Book Value as at 1 July 2020	Profit	(Loss)
Light Passenger Vehicles - Replacements							
C00316	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	30,531	15,502	14,513	989	-
C00816	MITSUBISHI OUTLANDER	WORKS AND SERVICES	32,950	13,669	13,975	-	(306)
C01016	MITSUBISHI OUTLANDER	SUSTAINABLE DEVELOPMENT	27,488	11,419	13,767	-	(2,348)
C01117	TOYOTA PRADO	MAYORS OFFICE	58,654	24,367	46,500	-	(22,133)
C02217	MITSUBISHI OUTLANDER	WORKS AND SERVICES	27,860	11,574	13,500	-	(1,926)
C02817	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	32,417	13,467	15,434	-	(1,967)
C03717	VOLKSWAGEN GOLF	WORKS AND SERVICES	28,703	11,924	12,553	-	(629)
C03917	MAZDA CX-5	WORKS AND SERVICES	31,463	15,975	15,250	725	-
C04016	MAZDA CX-5	WORKS AND SERVICES	31,805	16,150	15,250	900	-
C04217	MITSUBISHI OUTLANDER	PEOPLE AND COMMUNITIES	28,441	11,815	13,860	-	(2,045)
C04516	FORD MONDEO	SUSTAINABLE DEVELOPMENT	35,372	15,917	15,431	486	-
C04617	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	32,417	16,460	17,400	-	(940)
C04916	TOYOTA RAV4	SUSTAINABLE DEVELOPMENT	31,279	14,438	15,790	-	(1,352)
C05117	TOYOTA RAV4	SUSTAINABLE DEVELOPMENT	30,334	14,002	15,150	-	(1,148)
C05216	MAZDA CX-5	PEOPLE AND COMMUNITIES	30,531	15,502	14,763	739	-
C05317	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	32,417	16,460	15,684	776	-
C05517	MAZDA CX-5	STRATEGY AND BUSINESS PERFORMANCE	32,417	16,460	17,931	-	(1,471)
C06716	HOLDEN TRAILBLAZER	WORKS AND SERVICES	37,773	19,159	22,027	-	(2,868)
C072	VW Golf	WORKS AND SERVICES	23,925	9,939	10,781	-	(842)
C07317	MAZDA CX-5	WORKS AND SERVICES	32,417	16,460	15,433	1,027	-
C07718	HYUNDAI I30	WORKS AND SERVICES	23,457	8,662	13,860	-	(5,198)
			672,651	309,321	348,852	5,642	(45,173)
Light Commercial Vehicles - Replacement							
U00116	FORD RANGER	PARKS-SOUTHERN	39,055	18,762	19,881	-	(1,119)
U00517	MITSUBISHI TRITON	PARKS PROJECTS	29,300	13,650	16,925	-	(3,275)
U00916	ISUZU D'MAX	PARKS ASSETS	31,576	15,169	17,585	-	(2,416)
U01116	FORD RANGER	WASTE MANAGEMENT	38,653	19,283	20,716	-	(1,433)
U01417	FORD RANGER	PARKS CENTRAL	39,375	18,915	26,000	-	(7,085)
U01517	FORD RANGER	PARKS MAINTENANCE - RETIC	47,348	13,839	19,420	-	(5,581)
U01617	FORD RANGER	PARKS MAINTENANCE - RETIC	38,407	18,450	25,225	-	(6,775)
U01716	TOYOTA HIACE	PARKS MAINTENANCE - RETIC	34,291	16,157	25,579	-	(9,422)
U01816	FORD RANGER	PARKS PROJECTS	37,944	19,630	23,815	-	(4,185)
U02617	FORD RANGER	PARKS NORTHERN	33,515	16,100	20,550	-	(4,450)
U03017	FORD RANGER	PARKS MAINTENANCE - RETIC	47,500	13,839	17,420	-	(3,581)
U03317	HOLDEN COLORADO	RANGERS	36,500	16,822	20,161	-	(3,339)
U03716	FORD RANGER	MARINA AND DEPOT	38,505	18,607	23,499	-	(4,892)
U04116	FORD RANGER	HEALTH SERVICES	39,154	18,809	20,999	-	(2,190)
U04417	FORD RANGER	PARKS CENTRAL	30,633	14,715	19,608	-	(4,893)
U04617	TOYOTA HIACE	PARKS MAINTENANCE - RETIC	34,530	16,588	20,296	-	(3,708)
U05517	FORD RANGER	PARKS MAINTENANCE - RETIC	50,600	15,760	18,900	-	(3,140)
U05617	FORD RANGER	LANDSCAPING SERVICES	32,358	15,544	21,272	-	(5,728)
U06017	FORD RANGER	WORKS CONSTRUCTION	40,350	19,430	21,965	-	(2,535)
U06118	HOLDEN COLORADO	SURVEYING SERVICES	37,574	17,356	26,464	-	(9,108)
U06217	FORD RANGER	RECREATION SERVICES COORDINATOR	34,700	16,100	20,550	-	(4,450)
U06317	FORD RANGER	CIVIL MAINTENANCE	38,117	19,720	24,906	-	(5,186)
U06417	FORD RANGER	PARKS-SOUTHERN	33,970	16,315	20,650	-	(4,335)
U06517	FORD RANGER	PARKS ASSETS	38,313	18,408	20,750	-	(2,342)
U06617	FORD RANGER	EMERGENCY MANAGEMENT SDBFB	39,450	19,720	24,906	-	(5,186)
			941,718	427,688	538,042	-	(110,354)
Trucks & Buses Replacement							
T028	TOYOTA HIACE 12 SEAT BUS	EMERGENCY MANAGEMENT	72,893	23,876	22,124	1,752	-
			72,893	23,876	22,124	1,752	-
Construction Vehicles - Replacement							
G006	KOMATSU WA250PZ-6 WHEEL LOADER	WORKS CONSTRUCTION	276,555	79,405	92,415	-	(13,010)
R002	BOMAG BW24R MULTI TYRE ROLLER	WORKS CONSTRUCTION	186,506	45,900	49,316	-	(3,416)
			463,061	125,305	141,731	-	(16,426)
Parks & Mowers - Replacement							
M02517	TORO REELMASTER 7000D	PARKS ASSETS	82,378	18,252	46,500	-	(28,248)
M01516	KUBOTA OFD 72 INCH - CAB+TRAILER	PARKS ASSETS	72,000	7,500	13,750	-	(6,250)
M01916	KUBOTA ZERO TURN 72 INCH	PARKS SOUTH	25,943	6,000	11,250	-	(5,250)
M03416	KUBOTA OFD 72 INCH	PARKS NORTH	31,901	7,500	13,750	-	(6,250)
P302	TURF CUTTER	PARKS SOUTH	8,642	1,000	3,200	-	(2,200)
			220,864	40,252	88,450	-	(48,198)
Trailer Replacement							
P016	FLAT TOP 1500KG	WORKS CONSTRUCTION	3,900	700	-	700	-
V003	MOWING 4500KG	PARKS-SOUTHERN	16,968	3,040	-	3,040	-
V004	MOWING 4500KG	PARKS NORTHERN	16,968	3,040	3,484	-	(444)
V005	MOWING 4500KG	PARKS-SOUTHERN	16,968	3,040	3,425	-	(385)
V022	BOXTOP 2000KG	WORKS CONSTRUCTION	8,498	700	(475)	1,175	-
V025	BOXTOP 2000KG	CIVIL CONSTRUCTION(DRAINAGE)	5,498	700	(475)	1,175	-

Fleet #	Make/Model	Department	Replacement Budget in 2020/21 Capital Works Program	Budget Proceeds on Sale 2020/21	Net Book Value as at 1 July 2020	Profit	(Loss)
V026	BOXTOP 1500KG	CITYBUILD	4,780	750	(538)	1,288	-
V033	3T TANDEM TIPPER	CIVIL MAINTENANCE	11,003	1,660	1,493	167	-
V034	2T TANDEM TIPPER	CIVIL CONSTRUCTION (DRAINAGE)	8,646	1,330	-	1,330	-
V040	LUGGAGE TRAILER SINGLE AXLE 2000KG	PARKS ASSETS	6,710	1,090	-	1,090	-
V050	WASTECH SEMI TRAILER		287,087	35,327	95,750	-	(60,423)
V051	WASTECH SEMI TRAILER		287,087	35,327	95,750	-	(60,423)
V052	WASTECH CONVERTED DOLLY TRAILER		33,437	5,486	14,375	-	(8,889)
			707,550	92,190	212,789	9,965	(130,564)
	Miscellaneous Equipment >\$1,500						
S107	ROBIN TRASH PUMP	CIVIL CONSTRUCTION (DRAINAGE)	7,364	890	3,366	-	(2,476)
P021	EARLEX ELECTRIC SPRAY UNIT	CITYBUILD	7,755	640	-	640	-
M008	VERTI MOWER	PARKS ASSETS	7,000	400	-	400	-
			22,119	1,930	3,366	1,040	(2,476)
		TOTAL	3,100,856	1,020,562	1,355,354	18,399	(353,191)

Statement of Object and Reasons for Imposing Differential Rates for 2020/21

The following Objects and Reasons are provided in accordance with Section 6.36 of the *Local Government Act 1995* and to inform residents of the City of the Objects and Reasons for the differential rates being proposed for the 2020/2021 financial year.

The City of Mandurah applies a differential rate in the dollar depending on the characteristics and/or uses of the land, with the gross rental value (GRV) to determine the rates levied for each land that is rateable.

This document outlines the objects and reasons for implementing differential general rates.

Differential Rates

The City imposes differential general rates to all gross rental values in its district according to one or a combination of:

- The purpose for which land is zoned.
- Whether or not the land is vacant land.

For the 2020/2021 year, Council has decided to impose five differential rates as shown in the table below:

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

Objects and reasons

The following are the objects and reasons for each of the differential rates:

Residential improved land – rate in the dollar \$0.09594 (0% increase in the rate in the dollar)

Object This proposed rate in the dollar is regarded as the base rate as it represents the greatest number of properties in the City.

Reason This rate aims to ensure that the proportion of rates raised from this category is between 70% and 75% of total rates.

Residential vacant - rate in the dollar \$0.16300 (0% increase in the rate in the dollar)

Object This proposed rate in the dollar is set at a higher level as the City wishes to promote the development of all properties to their full potential, and to ensure that the proportion of total rate revenue derived from vacant land remains consistent with previous years.

Reason This rate in the dollar will act to stimulate economic growth and development in the community.

Business improved - rate in the dollar \$0.09293 (rate in the dollar reduction of 5%)

Object This rate is set at a higher level to recognise that certain expenditures in the budget are specifically directed towards the economic development of the City and the additional costs associated with the service provision related to business activities. As a result of COVID-19, the City has recognised that businesses have been significantly impacted by the pandemic and for the 2020/21 financial year, Council are proposing to impose a lower rate in the dollar than the residential improved rate category.

Reason This rate will ensure that the City meets the higher level of service costs associated with business properties and the area within which they are situated, including:

- (a) higher provision and maintenance of road infrastructure and streetscapes including road renewals and upgrades, car parking, footpaths and traffic issues; and
- (b) activation, facilitation and amenity improvements to promote the economic and social attractiveness to business areas.

Business vacant - rate in the dollar \$0.16560 (0% increase in the rate in the dollar)

Object This rate is set at a higher level as the City wishes to promote the development of all properties to their full potential.

Reason This rate in the dollar will act to stimulate economic growth and development in the community.

Urban development - rate in the dollar \$0.13059 (0% increase in the rate in the dollar)

Object This proposed rate in the dollar relates to land held for future development (super-lots larger than 10 hectares in size).

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

Specified Area Rates (SAR)

The City imposes Specified Area Rates (SAR) on certain locations in the district. SAR's enable the enhancement and maintenance of the general amenity of an area by way of increased service levels for the benefit of the owners/residents who live or work in the area.

The authority to impose specified area rates is set out in section 6.37 of the *Local Government Act 1995* (Act). This section of the Act requires that the money raised from a SAR be used solely for the purpose which the rate was imposed, with any residual amount remaining being placed in a reserve for that same purpose.

Waterside Canals - rate in the dollar \$0.0000 (no charge this financial year)

This is levied on all properties within the Waterside Canals. The purpose of the rate is for owners to make a reasonable contribution toward maintaining and managing the canals. There is sufficient funds in the Waterside Canals SAR Reserves Account to cover the proposed expenditure of canal water quality testing, canal management fee, canal hydrographic survey costs and litter control.

Note: All owners are required to maintain/replace the canal walls on their land.

Mandurah Ocean Marina – rate in the dollar \$0.0143 (22% decrease in the rate in the dollar)

This is levied on all properties within the Mandurah Ocean Marina. The purpose is to provide for an enhanced maintenance standard and asset replacement costs. The SAR proposed expenditure includes maintaining navigable depths in the entrance, basin and boat ramp, maintenance to reflection wall along Breakwater Parade, maintenance of revetment walls, maintenance of cleaning and lighting boardwalk, contribution to security, maintaining navigational aids, environmental monitoring, Marina management, maintenance of Marina plant and equipment. There is also a requirement for funds to be transferred into the reserve to fund the future dredging requirements and replacement of revetment walls and reflection wall (along Breakwater Parade) when required.

Mandurah Quay – rate in the dollar \$0.0024 (0% increase in the rate in the dollar)

This is levied on all properties within the Mandurah Quay sub-division. The purpose is to ensure the maintenance of the marina (i.e. water body and walls) and is levied to cover the life cycle expenses of the marina. The SAR proposed expenditure includes litter control, hydrographic survey, water quality monitoring, canal management fees and minor maintenance of the walls (including the header course blocks). There is also a requirement for funds to be transferred into the reserve to fund any major maintenance works as well as the future replacement of canal walls when required. Note: The SAR does not fund the maintenance expenses for the pavement, garden beds and lighting along the public access way.

Mariners Cove – rate in the dollar \$0.0000 (no charge this financial year)

This is levied on all canal frontages on the Mariners Cove canals. The purpose of the rate is for owners to make a reasonable contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy – Canals and Core Management Group.

There is sufficient funds in the Mariners Cove Canals SAR Reserves Account to cover the proposed expenditure of canal water quality testing, canal management fee, canal hydrographic survey costs and litter control.

Note: All owners are required to maintain/replace the canal walls on their land.

Port Bouvard Eastport Canals - rate in the dollar \$0.0015 (0% increase in the rate in the dollar)

This is levied on all canal frontages on the Eastport canals. The purpose is to recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, canal management fee, surveying and minor maintenance.

Note: All owners are required to maintain/replace the canal walls on their land.

Port Bouvard Northport Canals – rate in the dollar \$0.004 (47% decrease in the rate in the dollar)

This is levied on all canal frontages on the Northport canals. The purpose is to recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, canal management fee, surveying and minor maintenance/canal cleaning.

Note: All owners are required to maintain/replace the canal walls on their land.

Port Mandurah Canals – rate in the dollar \$0.0039 (0% increase in the rate in the dollar)

This is levied on all canal frontage properties located within the defined area of Port Mandurah Canals. The purpose of the rate is for owners to make a reasonable contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy – Canals and Core Management Group. The SAR proposed expenditure includes litter control, hydrographic survey, water quality monitoring, canal management fees, contribution to the Port Mandurah Residents Association and transferring funds into the dredging reserve for when the constructed depths exceed the tolerance limits and dredging is required.

The defined area has been identified within the Government Gazette published 23 June 1995 as Schedule B in the City of Mandurah (Specified Area) Order No.1.

Note: All owners are required to maintain/replace the canal walls on their land.



Fees & Charges Schedule

2020/21

Effective date :01-July-20

City of Mandurah

Fees & Charges Schedule 2020/2021

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Effective date :01-July-2020

General Charges

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
PHOTOCOPYING						
Photocopying - Black & White A4	Per Copy	Full	Taxable	0.45	0.45	
Photocopying - Black & White A3	Per Copy	Full	Taxable	0.90	0.90	
<i>Photocopying - Large Runs > 20 pages discounted 50%</i>						
Photocopying - Colour A4	Per Copy	Full	Taxable	2.00	2.00	
Photocopying - Colour A3	Per Copy	Full	Taxable	3.00	3.00	
<i>Photocopying - Large Runs > 20 pages discounted 50%</i>						
Photocopying - A0 Photocopying A2	Per Copy	Full	Taxable	3.25	3.25	
Photocopying - A0 Photocopying A1	Per Copy	Full	Taxable	3.80	3.80	
Photocopying - A0 Photocopying A0	Per Copy	Full	Taxable	4.90	4.90	
Photocopying - A0 Photocopying Other	Per Copy	Full	Taxable	7.60	7.60	
Photocopying - Plotter - A0 copy	Per Copy	Full	Taxable	13.70	13.70	
Photocopying - Plotter - A1 copy	Per Copy	Full	Taxable	6.90	6.90	
Photocopying - Plotter - A2 copy	Per Copy	Full	Taxable	3.40	3.40	
Specialised Photocopying						
Council Agendas or Minutes or Standing Committee	Per Set	Full	Exempt	34.30	34.30	
Reports & Minutes on Annual Basis	Per Set	Full	Exempt	690.00	690.00	
Two Committee and Agenda for Full Council	Per Set	Full	Exempt	68.60	68.60	
PROPERTY INFORMATION						
Property Information - Account Enquiries	Per Search	Full	Exempt	28.00	28.00	
Property Search	Per Search	Full	Exempt	87.00	87.00	
Copy of Plans - Search Fee (this is for the application regardless of whether plans are located or not)	Per Search	Full	Exempt	85.00	85.00	
Plus Charges for offsite retrieval, delivery, package and postage (if applicable)	Per Search	Full	Exempt	Actual Cost	Actual Cost	
Plus standard copying rates (if applicable)						
RATES & DEBTORS						
Administration Fee - per instalment (4 instalments)	Per Instalment	Reference	Exempt	3.00	3.00	
Administration Fee - ad hoc arrangements	Per Arrangement	Reference	Exempt	20.00	20.00	
Instalment Interest Rates - per annum % (calculated daily)	Per Annum	Statutory	Exempt	5.5%	5.5%	
Penalty Payment (Calculated daily)	Per Annum	Statutory	Exempt	7%	7%	
Solicitor preparation costs for recovery documents	Cost Recovery	Reference	Exempt	Actual cost	Actual cost	
Notice of Discontinuance	Per request	Full	Taxable	25.00	-	New Fee
General Debtors Accounts						
Penalty Payment -calculated daily	Per Annum	Statutory	Input Taxed	7%	7%	
FREEDOM OF INFORMATION						
Application Fee - Non Personal Information	Per Application	Statutory	Exempt	30.00	30.00	
Charge for dealing with the application	Per Hr/Pro -rata	Statutory	Exempt	30.00	30.00	
Charges for access time supervised by staff	Per Hr/Pro -rata	Statutory	Exempt	30.00	30.00	
Photocopying	Per Hr/Pro -rata	Statutory	Exempt	30.00	30.00	
Plus Per Copy	Per Copy	Statutory	Exempt	0.20	0.20	
Charges for offsite retrieval, delivery, package and postage	Per Retrieval	Full	Exempt	Actual Cost	Actual Cost	
Advance Deposit	Per Retrieval	Statutory	Exempt	25% of estimated charge	25% of estimated charge	
Charges for duplicating a tape, film, video or computer information	Per Retrieval	Full	Exempt	Actual Cost	Actual Cost	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
PLANNING						
Local Structure Plans						
(No GST Applicable) Fees are calculated on the estimated total cost to Council,in terms of officer time						
Local Structure Plans & Major Scheme Amendments	Per Application	Statutory	Exempt	5,500.00	5,500.00	
Modifications to Local Structure Plans	Per Application	Statutory	Exempt	2,500.00	2,500.00	
Minor (Text) Scheme Amendments	Per Application	Statutory	Exempt	3,500.00	3,500.00	
Subdivision Clearances						
up to 5 lots (per lot)	Per Application	Statutory	Exempt	73.00	73.00	
5 lots to 195 lots(\$335 for first 5 lots) (per lot)	Per Application	Statutory	Exempt	35.00	35.00	
196 lots or more	Per Application	Statutory	Exempt	7,393.00	7,393.00	
Home Occupations	Per Application	Statutory	Exempt	222.00	222.00	
Home Occupations Renewal Fees	Per Application	Statutory	Exempt	73.00	73.00	
Development Applications (Including R-Code variation applications)						
- Not more than \$50,000	Per Application	Statutory	Exempt	147.00	147.00	
- between \$50,000 and \$500,000	Per Application	Statutory	Exempt	0.32% of estimated cost of	0.32% of estimated cost of	
- between \$500,000 and \$2,500,000	Per Application	Statutory	Exempt	\$1700 + .257% for every \$1 in excess of \$500,000	\$1700 + .257% for every \$1 in excess of \$500,000	
- between \$2,500,000 and \$5,000,000	Per Application	Statutory	Exempt	\$7161 + .206% for every \$1 in excess of \$2.5 mil	\$7161 + .206% for every \$1 in excess of \$2.5 mil	
- between \$5,000,000 and \$21,500,000	Per Application	Statutory	Exempt	\$12633 + 0.123% for every \$1 in excess of \$5 mil	\$12633 + 0.123% for every \$1 in excess of \$5 mil	
- greater than \$21,500,000	Per Application	Statutory	Exempt	34,196.00	34,196.00	
Development Assessment Panels Applications						
- Not less than \$2,000,000 and less than \$7,000,000	Per Application	Statutory	Exempt	3,609.00	3,609.00	
- Not less than \$7,000,000 and less than \$10,000,000	Per Application	Statutory	Exempt	5,572.00	5,572.00	
- Not less than \$10,000,000 and less than \$12,500,000	Per Application	Statutory	Exempt	6,062.00	6,062.00	
- Not less than \$12,500,000 and less than \$15,000,000	Per Application	Statutory	Exempt	6,235.00	6,235.00	
- Not less than \$15,000,000 and less than \$17,500,000	Per Application	Statutory	Exempt	6,408.00	6,408.00	
- Not less than \$17,500,000 and less than \$20,000,000	Per Application	Statutory	Exempt	6,582.00	6,582.00	
- \$20,000,000 or more	Per Application	Statutory	Exempt	6,754.00	6,754.00	
An application under r.17	Per Application	Statutory	Exempt	150.00	150.00	
Other Fees						
Change of Use	Per Application	Statutory	Exempt	295.00	295.00	
Extractive Industry	Per Application	Statutory	Exempt	739.00	739.00	
Settlement Agency Questionnaires	Per Application	Service Fee	Exempt	75.00	75.00	
Written Planning Advice	Per Application	Service Fee	Exempt	75.00	75.00	
Zoning Enquiries	Per Application	Service Fee	Exempt	10.00	10.00	
Zoning Enquiries - Annual Fee (unlimited number)	Per Application	Service Fee	Exempt	308.00	308.00	
Section 40 Notice	Per Application	Service Fee	Exempt	100.00	100.00	
Amended Plans	Per Application	Statutory	Exempt	200.00	200.00	
Tree pruning/removal	Per Application	Statutory	Exempt	147.00	147.00	
Applications requested by Applicants to be considered by Council	Per Application	Statutory	Exempt	500.00	500.00	
Local Development Plan	Per Application	Service Fee	Taxable.	500.00	500.00	
Consultation						
With adjoining owners only	Per Application	Statutory	Exempt	50.00	50.00	
With adjoining owners & sign on site	Per Application	Statutory	Exempt	375.00	375.00	
Wider consultation, sign on site & newspaper notice	Per Application	Statutory	Exempt	575.00	575.00	
Reports						
Information/Research	Per Application	Service Fee	Exempt	55.00	55.00	
A fee will be charged for staff time involved in researching & providing information for developers etc. which is not considered normal research.						
Trading Permits						
Application Fee	Per Application	Service Fee	Exempt	100.00	100.00	
Mobile Traders per day	Per Application	Service Fee	Exempt	50.00	50.00	
Mobile Traders per week	Per Application	Service Fee	Exempt	200.00	200.00	
Mobile Traders per month	Per Application	Service Fee	Exempt	400.00	400.00	
Mobile Traders Summer Period	Per Application	Service Fee	Exempt	1,500.00	1,500.00	
Mobile Traders per Annum	Per Application	Service Fee	Exempt	2,500.00	2,500.00	
Commercial and Aquatic Operators	Per Application	Service Fee	Exempt	800.00	800.00	
Commercial and Aquatic Operators Summer Period	Per Application	Service Fee	Exempt	550.00	550.00	
Transfer of Licence	Per Application	Service Fee	Exempt	50.00	50.00	
Icecream & Confectionary Traders per Annum	Per Application	Service Fee	Exempt	800.00	800.00	
Icecream & Confectionary Traders per month	Per Application	Service Fee	Exempt	160.00	160.00	
BUILDING						
Application for Building Permit - Class 1 and 10 building						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Uncertified Application#	Per Application	Statutory	Exempt	0.32% of estimated value but not less than \$105.00	0.32% of estimated value but not less than \$105.00	
Certified Application for Building permit - Class 1 and 10 buildings	Per Application	Statutory	Exempt	0.19% of estimated Value but not less than \$105.00	0.19% of estimated Value but not less than \$105.00	
Request for Certificate of Design Compliance - Class 1 and 10 building	Per Application	Statutory	Taxable	0.13% of estimated Value but not less than \$300	0.13% of estimated Value but not less than \$300	
Certified Application for Building Permit - Class 2-9 buildings- Certified Application#	Per Application	Statutory	Exempt	0.09% of estimated Value but not less than \$105.00	0.09% of estimated Value but not less than \$105.00	
Request for Certificate of Design Compliance - Class 2-9 Buildings within district of City of Mandurah	Per Application	Full	Taxable	0.09% of estimated Value but not less than \$500	0.09% of estimated Value but not less than \$500	
Request to provide Certificate of Construction Compliance or Certificate of Building Compliance						
Class 1 & 10 Buildings	Per Application	Full	Taxable	\$105/hour but not less than \$300	\$105/hour but not less than \$300	
Class 2 to 9 Buildings	Per Application	Full	Taxable	\$105/hour but not less than \$500	\$105/hour but not less than \$500	
Demolition Permit						
Demolition of Class 1 and 10 building#	Per Application	Statutory	Exempt	105.00	105.00	
Demolition of Class 2-9 building#	Per Storey	Statutory	Exempt	105.00	105.00	
Application for occupancy Certificate for completed Class 2-9 building#	Per Application	Statutory	Exempt	105.00	105.00	
Application for temporary occupancy permit for an incomplete building#	Per Application	Statutory	Exempt	105.00	105.00	
Application for modification of occupancy permit for additional use of building on temporary basis#	Per Application	Statutory	Exempt	105.00	105.00	
Application for replacement occupancy permit for permanent change of buildings use, classification#	Per Application	Statutory	Exempt	105.00	105.00	
Application for occupancy permit or building approval certificate for registration of strata scheme, plan of resubdivision#	Per Application	Statutory	Exempt	\$11.60 for each strata unit covered by the application but not less than	\$11.60 for each strata unit covered by the application but not less than	
Application for occupancy permit for unauthorised class 2-9 buildings#	Per Application	Statutory	Exempt	0.18% of estimated value but not less than \$105.00	0.18% of estimated value but not less than \$105.00	
Building approval certificate for unauthorised Class 1 and 10 - Certified#	Per Application	Statutory	Exempt	0.38% of estimated value but not less than \$105.00	0.38% of estimated value but not less than \$105.00	
Application for occupancy permit for building with existing authorisation#	Per Application	Statutory	Exempt	105.00	105.00	
Application for building approval certificate for building with existing authorisation (class 1 and 10 buildings)#	Per Application	Statutory	Exempt	105.00	105.00	
Application to extend the time during which a building or demolition permit has effect.	Per Application	Statutory	Exempt	105.00	105.00	
Application to extend the time during which an occupancy permit or building approval certificate has effect. #	Per Application	Statutory	Exempt	105.00	105.00	
Application to amend builders details	Per Application	Full	Exempt	105.00	105.00	
Standard Building Specifications - each	Per Application	Statutory	Exempt	11.00	11.00	
Infrastructure Protection Deposit Bond	Per Application	Full	Exempt unless forfeit	Amount to be determined in conjunction with City Engineer based on level of infrastructure that might be impacted	Amount to be determined in conjunction with City Engineer based on level of infrastructure that might be impacted	
Smoke Alarm (battery powered) alteration	Per Application	Statutory	Exempt	179.40	179.40	
Sign Licence Application - Local Laws	Per Application	Full	Exempt	105.00	105.00	
Building Information (s129, s131 Building Act)						
Subscription to schedule of building approvals						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
list per week	Per Application	Full	Exempt	15.00	15.00	
list per month	Per Application	Full	Exempt	50.00	50.00	
list of previous year	Per Application	Full	Exempt	500.00	500.00	
subscriptions for weekly list for a year	Per Application	Full	Exempt	600.00	600.00	
subscriptions for monthly list for a year	Per Application	Full	Exempt	500.00	500.00	
Individual copy of permits	Per Application	Full	Exempt	50.00 per permit	50.00 per permit	
Swimming Pool Inspections						
Swimming Pool Inspections - per annum (mandatory)LGA	Per Swimming	Full	Exempt	30.00	30.00	
Swimming Pool Inspections - at request	Per Swimming Poo	Full	Exempt	58.45	58.45	
Applications to install Park homes and Annexes on Caravan Park and Camping Grounds						
Application to install a Class 1a Park Home	Per Application	Statutory	Exempt	0.32% x Contract Value, minimum \$105.00	0.32% x Contract Value, minimum \$105.00	
Application to install a Class 3 Park Home	Per Application	Statutory	Exempt	0.18% x Contract Value, minimum \$105.00	0.18% x Contract Value, minimum \$105.00	
Application to install an Annexe	Per Application	Statutory	Exempt	0.32% x Contract Value, minimum \$105.00	0.32% x Contract Value, minimum \$105.00	
Application seeking retrospective approval for an unauthorised Park Home or Annexe	Per Application	Statutory	Exempt	2 x fee specified above, minimum \$500	2 x fee specified above, minimum \$500	
Application for Development Approval - single residential						
- Not more than \$50,000	Per Application	Statutory	Exempt	147.00	147.00	
- between \$50,000 and \$500,000	Per Application	Statutory	Exempt	0.32% of estimated cost of development	0.32% of estimated cost of development	
- between \$500,000 and \$2,500,000	Per Application	Statutory	Exempt	\$1,700 + .257% for every \$1 in excess of \$500,000	\$1,700 + .257% for every \$1 in excess of \$500,000	
- between \$2,500,000 and \$5,000,000	Per Application	Statutory	Exempt	\$7,161 + .206% for every \$1 in excess of \$2.5 mil	\$7,161 + .206% for every \$1 in excess of \$2.5 mil	
- between \$5,000,000 and \$21,500,000	Per Application	Statutory	Exempt	\$12,633 + 0.123% for every \$1 in excess of \$5 mil	\$12,633 + 0.123% for every \$1 in excess of \$5 mil	
- greater than \$21,500,000	Per Application	Statutory	Exempt	34,196.00	34,196.00	
Application for retrospective Development Approval - single residential	Per Application	Statutory	Exempt	2 x standard development application specified above	2 x standard development application specified above	
Request seeking confirmation Planning, Environmental Health, Infrastructure requirements have been met	Per Application	Full	Exempt	105 (For each Section that information is requested from)	105 (For each Section that information is requested from)	
Request for additional Building Service/Advice (I.e.						
Service/advice from qualified Building Surveyor (Including assessment for Performance Solutions for swimming pool barriers)	Per Application	Full	Taxable	Minimum \$105 and \$105 per hour thereafter	Minimum \$105 and \$105 per hour thereafter	
Fee for use of a public Thoroughfare (per month per m2)	Per Application	Full	Exempt	\$1 per month per sqm	\$1 per month per sqm	
Fast Track Fee (at City's discretion)	Per Application	Full	Taxable	100.00	100.00	
# indicates fee is set by regulation						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Administration Charge						
Commercial Assignment of Lease	Per lease	Full	Taxable	<i>Leases Below</i>	<i>Leases Below</i>	
Commercial Assignment of Lease Community /Sporting Groups	Per lease	Full	Taxable	<i>Leases Below</i>	<i>Leases Below</i>	
Lease Fee Charges for Sporting & Community Groups.						
Where the lease fee is due for review, the fee will be set on the basis of per square metre	Per lease	Reference	Taxable	100.000	100.000	
Licence Shed annual fee (Storage only)				100.000	-	New Fee
Minimum Fee (< 10,000 sq m)	Per lease	Reference	Taxable	1,020.00	1,020.00	
Maximum Fee (50,000 + sq m)	Per lease	Partial	Taxable	4,800.00	4,800.00	
<i>The fee for preparation of the following legal documents is based on a standard agreement. Should an agreement require external preparation it will be charged at cost.</i>						
Lease Documents Preparation Administration Charges						
Lease						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	610.00	610.00	
<i>Commercial</i>	Per document	Full	Taxable	890.00	890.00	
Deed of Renewal						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	600.00	600.00	
Deed of Variation						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Partial	Taxable	620.00	620.00	
Deed of Assignment						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Partial	Taxable	620.00	620.00	
Deed of Sub-Lease						
<i>Sporting & Community Groups</i>	Per document	Full	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	620.00	620.00	
Licence Documents						
Licence						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	460.00	460.00	
<i>Commercial</i>	Per document	Full	Taxable	620.00	620.00	
<i>Short term non-exclusive - Community rate</i>	Per document	Partial	Taxable	255.00	255.00	
<i>Short term non-exclusive - Commercial rate</i>				305.00	305.00	
<i>Sporting & Community (storage shed only)</i>	Per document			200.00	-	New Fee
Deed of Renewal						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
Deed of Variation						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
Deed of Assignment						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
Deed of Sub-Licence						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
<i>Government Instrumentalities be assessed as community group or commercial and charged accordingly</i>						
<i>Effective 1st of July 2019</i>						
Caveat Lodgement	Per document	Full	Taxable	225.00	225.00	
Withdrawal of Caveat	Per document	Full	Taxable	225.00	225.00	
Deed (including instruction to solicitors, drafting & signing)	Per deed	Full	Taxable	325.00	325.00	
Other Legal documents (including easement, surrender of of easement, Section 70A notification, management statements, etc.)	Per document	Full	Taxable	225.00	225.00	
Associated solicitor's fees		Full	Taxable	<i>Charged at cost</i>	<i>Charged at cost</i>	
Landgate Title Search fees (per search)	Per search	Full	Exempt	<i>Charged at cost</i>	<i>Charged at cost</i>	
Landgate Title Search Administration fee	Per search	Full	Exempt	45.00	45.00	
PAW Closure Application	Per application	Full	Exempt	300.00	300.00	
PAW Erection of Signs (if required)	Per sign erection	Full	Exempt	165.00	165.00	
ROW Closure Application	Per application	Full	Exempt	300.00	300.00	
Road Closure Application	Per application	Full	Exempt	300.00	300.00	
Reserve Closure Applications	Per application	Full	Exempt	300.00	300.00	
Advertising	Per advertisement	Full	Exempt	<i>Charged at cost</i>	800.00	
Key Cutting	Per key	Full	Taxable	<i>Charged at cost</i>	<i>Charged at cost</i>	
Geographic Naming Fee	Per application	Full	Taxable	295.00	295.00	
Council Report	Per report	Full	Exempt	580.00	580.00	

Cemeteries

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Part VII of the Consolidated Local Laws						
Burial Fees						
(a) Interment						
Adult Burial (includes ID plate)	Per application	Reference	Taxable	1,393.00	1,393.00	
Child Burial (under thirteen years) (includes ID plate)	Per application	Reference	Taxable	659.00	659.00	
Stillborn Burial (without Memorial Service) (includes ID plate)	Per application	Reference	Taxable	282.00	282.00	
(b) Grant of Right of Burial (25 years)	Per application	Reference	Exempt	2,453.00	2,453.00	
<i>Approval to any refund on an unexpired Grant of Right of Burial shall be at the absolute discretion of the Trustees and in any event, the refund shall not exceed the amount paid for the original Grant of Burial.</i>						
<i>Ordinary Land (2.4 x 1.2m)</i>						
Renewal of Expired Grant	Per application	Reference	Exempt	2,453.00	2,453.00	
Pre-need Purchase (Lakes Memorial Only) (Reservation)	Per application	Reference	Exempt	229.00	229.00	
Reissue/Transfer of Grant of Right of Burial	Per application	Reference	Exempt	72.00	72.00	
Hire of Rotunda	Per application	Reference	Taxable	120.00	120.00	
Interment of oblong or oversized casket	Per application	Reference	Taxable	344.00	344.00	
Late arrival, departure or insufficient notice	Per application	Reference	Taxable	287.00	287.00	
Interment on Saturday (plus interment fee)	Per application	Reference	Taxable	748.00	748.00	
Interment on Sunday or Public Holiday (plus interment fee)	Per application	Reference	Taxable	748.00	748.00	
Additional Burial Services						
Exhumation	Per application	Reference	Taxable	4,186.00	4,186.00	
Reinterment after exhumation	Per application	Reference	Taxable	1,393.00	1,393.00	
Placement of ashes (Lakes Memorial Only)	Per application	Reference	Taxable	289.00	289.00	
Lift and Deepen (Lakes Memorial Only)	Per application	Reference	Taxable	1,393.00	1,393.00	
Placement of Ashes (Lakes Memorial Only)						
<i>Disposal of Ashes - The tenure of all cremation memorials shall be 25 years from the date of receipt of the scheduled fee.</i>						
(a) Niche Wall:-						
Single Niche	Per application	Reference	Taxable	706.00	706.00	
Double Niche	Per application	Reference	Taxable	942.00	942.00	
Pre-need Purchase:						
single	Per application	Reference	Taxable	706.00	706.00	
double (does not include standard plaque)	Per application	Reference	Taxable	942.00	942.00	
Pre-need Purchase (Reservation)	Per application	Reference	Taxable	229.00	229.00	
(b) Ground Niche:						
Single Ground Niche	Per application	Reference	Taxable	1,691.00	1,691.00	
Double Ground Niche	Per application	Reference	Taxable	2,243.00	2,243.00	
Pre-need purchase:						
Single Plaque Site	Per application	Reference	Taxable	1,691.00	1,691.00	
Double Plaque site (1st interment of two)	Per application	Reference	Taxable	2,243.00	2,243.00	
Pre-need Purchase (Reservation)	Per application	Reference	Taxable	229.00	229.00	
Disposal of Ashes (Mandurah Public Cemetery Only)						
Attendance at placement of ashes-weekday	Per application	Reference	Taxable	218.00	218.00	
Attendance at placement of ashes-weekend	Per application	Reference	Taxable	366.00	366.00	
Placement of ashes in family grave	Per application	Reference	Taxable	289.00	289.00	
Other Fees (Lakes Memorial Only)						
Transfer of ashes to new position (plus position fee)	Per application	Reference	Taxable	202.00	202.00	
Placement of additional sets of ashes	Per application	Reference	Taxable	289.00	289.00	
Attendance at placement of ashes -weekday	Per application	Reference	Taxable	218.00	218.00	
Attendance at placement of ashes-weekend	Per application	Reference	Taxable	366.00	366.00	
Ash Container (small)	Per application	Reference	Taxable	21.00	21.00	
Ash Container (Large)	Per application	Reference	Taxable	28.00	28.00	
Name Plate	Per application	Reference	Taxable	Quote	Quote	
Funeral Directors Annual Licence						
(a) Annual Fee:- Licence	Per application	Reference	Exempt	1,342.00	1,342.00	
(b) Single Funeral Permit	Per application	Reference	Exempt	1,175.00	1,175.00	
Search/Miscellaneous Fees						
Placement of plaques purchased elsewhere	Per application	Reference	Exempt	51.00	51.00	
Search fee for family records (copying cost per record)	Per search	Reference	Exempt	0.60	0.60	
Monumental Work - OMC Only						
Monumental Mason License Fees						
Annual Licence	Per application	Reference	Exempt	1,196.00	1,196.00	
Single Permit	Per application	Reference	Exempt	1,091.00	1,091.00	
Permit for each memorial fee						
New monument with kerbing	Per application	Reference	Exempt	384.00	384.00	
Removal and major addition to any monument	Per application	Reference	Exempt	214.00	214.00	
Renovations and additional inscriptions	Per application	Reference	Exempt	198.00	198.00	
Sculpture Series/Design Plaque						
380 x 280	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
With detachable plate - 5 lines	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
560 x 305	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
With detachable plate - 5 lines	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Book of Life						
380 x 280 Book of Life (Base & First Interment)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Second page	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
560 x 305 Book of Life (Base & First Interment)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Second page	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Detachable plate ONLY (4 & 5 Line)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Extra Lineage Fee (per line)	Cost Recovery	Full	Taxable	Quote	Quote	
Proof of Layout	Cost Recovery	Full	Taxable	Quote	Quote	
Lasting Memories						
380 x 280	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
560 x 305	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Extra Photo's	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Extra Letters	Cost Recovery	Full	Taxable	Quote	Quote	
NICHES						
Wall Niche Plaques						
Standard 145 x 120 plaque	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Standard 279 x 120 plaque (Arrow only)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Detachable plate (4 & 5 Line)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Ground Niche Plaques						
145 x 120 plaque (including 1 flat relief motif)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Concrete Plinth	Cost Recovery	Full	Taxable	24.00	24.00	
Proof of Layout	Cost Recovery	Full	Taxable	Quote	Quote	
Extra Lineage Fee (per line)	Cost Recovery	Full	Taxable	Quote	Quote	
MEMORIAL PLAQUES						
130 x 115 oval plaque (Phoenix only)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
120 x 51 plaque (Memorial seat)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
MOTIFS						
One motif free with ALL plaques	Cost Recovery		Taxable	N/A	N/A	
Extra motifs	Cost Recovery	Full	Taxable	Quote	Quote	
VASES						
Glen Vase (Bronze - Graves - Arrow Only)	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
Tranquil/Tequila Vase (Bronze - Niche Wall)	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
Semi Worra Vase (Plastic - Ground Niche - Arrow Only)	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
PHOTOGRAPHS						
Ultra Image/Phoenix Image - Colour (Preferred):	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
3cm x 4cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
5cm x 7cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
6cm x 8cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
7cm x 9cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
8cm x 10cm (Phoenix can do all but \$ more)	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
Ceramic	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
True to Life	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
Loose Omega Frames (Chrome/Bronze)						
5cm x 7cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
7cm x 9cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
Loose Alpha Frames (Chrome/Bronze)						
5cm x 7cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
7cm x 9cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
COLOURS						
For plaques <228mm	Cost Recovery	Full	Taxable	Quote	Quote	
For plaques >228mm	Cost Recovery	Full	Taxable	Quote	Quote	
Colour proofs (for colour plaques)	Cost Recovery	Full	Taxable	Quote	Quote	
CLEANING KITS						
Plaque Cleaner (ACID)	Cost Recovery	Full	Taxable	Quote	Quote	
Plaque Polish	Cost Recovery	Full	Taxable	Quote	Quote	
Plaque Final Finish (LACQUER)	Cost Recovery	Full	Taxable	Quote	Quote	
REFURBISHMENT						
560mm x 305mm	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
380mm x 280mm	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
> 380mm x 216mm	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
NOTES:						
All fees include GST						
<u>Admin fees that have been included in the above prices comprise the following:</u>						
\$120.00 for general plaque orders and where a placement by COM is required						
\$80.00 for photo orders where placement by COM is required						
\$65.00 for vase orders and small orders where no placement by COM is required						
<u>P&H (Freight) fees are included in the quote</u>						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Application for Approval to Construct or Establish Premises						
<i>(includes Assessments & Administration)</i>						
Food Premises (all Risk Classifications) - non residential	Per application	Reference	Exempt	200.00	200.00	
Food Vehicles	Per application	Reference	Exempt	200.00	200.00	
Offensive Trades	Per application	Reference	Exempt	200.00	200.00	
Health related premises (inc residential food business)	Per application	Reference	Exempt	92.00	92.00	
Hair Dressing Establishments	Per application	Reference	Exempt	92.00	92.00	
Skin Penetration Establishments	Per application	Reference	Exempt	92.00	92.00	
Temporary Accommodation of a Caravan	Per application	Reference	Exempt	92.00	92.00	
Market Food Stalls	Per application	Reference	Exempt	92.00	92.00	
Public Building and Event assessment fee						
<500 people	Per application	Partial	Exempt	95.00	95.00	
<501 - 1000	Per application	Partial	Exempt	170.00	170.00	
<1001-5000	Per application	Partial	Exempt	338.00	338.00	
>5000	Per application	Partial	Exempt	550.00	550.00	
Community and not for profit groups. - No Fee						
Expedited Public Building and Event Assesment fee < 8 weeks (Including community and not for profit)	Per application	Reference	Exempt	100.00	100.00	
Application for Other Services						
<i>(includes Assessments & Administration)</i>						
Noise management plan approval (Reg. 13)	Per item	Reference	Taxable	140.00	140.00	
Water Sampling request - Standard Chemical Analysis Lab Fee	Per item	Partial	Taxable	185.00	185.00	
Water Sampling request - Brief Chemical Analysis Lab Fee	Per item	Partial	Taxable	150.00	150.00	
Water Sampling request - Collection	Per item	Partial	Taxable	93.00	93.00	
Public Aquatic Facility annual Sampling Fee	Per annum	Partial	Taxable	275.00	275.00	
Assessment of Premises on request (ie settlement enquiries)	Per Visit	Partial	Exempt	143.00	143.00	
Expedited Assessment on Request Fee < 7 days before settlement	Per application	Partial	Exempt	190.00	190.00	
Section 39 Certificate (Liquor Control Act 1988)	Per application	Partial	Exempt	143.00	143.00	
Section 40 (Liquor Control Act 1988)	Per application	Partial	Exempt	143.00	143.00	
Section 55 Certificate (Gaming Commission 1987)	Per application	Partial	Exempt	143.00	143.00	
Application for Septic Tank Approval	Per application	Statutory	Exempt	118.00	118.00	
Issuing Septic Tank "Permit to Use"	Per application	Statutory	Exempt	118.00	118.00	
Local Government Report to DOH for onsite effluent disposal	Per application	Statutory	Exempt	118.00	118.00	
Registration of a Lodging House less than 115	Per application	Statutory	Exempt	70.00	70.00	
Number of lodgers exceeds 15, but not greater than 25	Per annum	Statutory	Exempt	140.00	140.00	
Maximum number of lodgers exceeds 25	Per annum	Statutory	Exempt	180.00	180.00	
Registration of Caravan Park & Camping Grounds						
As per Regulation/min Or *	Per annum	Statutory	Exempt	200.00	200.00	
As per Regulation Long Stay Site *	Per annum	Statutory	Exempt	6.00	6.00	
Short Stay Sites *	Per annum	Statutory	Exempt	6.00	6.00	
Camp Sites *	Per annum	Statutory	Exempt	3.00	3.00	
Overflow site *	Per annum	Statutory	Exempt	1.50	1.50	
Information/Research A fee will be charged for staff time involved in researching and providing information for developers etc, which is not a considered normal research	Per application	Partial	Taxable	93.00	93.00	
* Discount on Fees	Per annum	Statutory	Exempt	100%	-	
* Caravan Parking and Camping Ground Statutory fees will not be charged in 2020/2021 as a result of Council approval as part of Restart Mandurah.						
Food Premises Annual Assessment Fee						
High Risk	Per annum	Partial	Exempt	-	320.00	-100.0%
Medium Risk	Per annum	Partial	Exempt	-	320.00	-100.0%
Multiple Food Area Premises	Per annum	Partial	Exempt	300.00	Max 600	
Low risk	Per annum	Partial	Exempt	-	161.00	-100.0%
Family Day Care	Per annum	Partial	Exempt	-	161.00	-100.0%
Alfresco Dining						
Initial Application	Per application	Partial	Exempt	-	120.00	-100.0%
Renewal	Per annum	Partial	Exempt	-	70.00	-100.0%

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Abandoned Vehicles						
Towage & Seizure	Per Vehicle	Full	Exempt	150.00	150.00	
Towage & Seizure-Additional towage and lockout	Per Vehicle	Full	Exempt	Mkt rate	Mkt rate	
Daily Poundage	Per Vehicle	Full	Exempt	30.00	30.00	
Application for a Private Parking Agreement	Per Application	Full	Exempt	150.00	150.00	
Annual Fee for a Private Parking Agreement						
0-50 Bays	Per Annum	Partial	Exempt	220.00	220.00	
51-100 Bays	Per Annum	Partial	Exempt	440.00	440.00	
>101 Bays	Per Annum	Partial	Exempt	Negotiated	Negotiated	
Bushfire Brigades						
Private Property Burn Insurance Fee	Per Burn	Partial	Exempt	10.00	10.00	
Cat Trap Hire						
Hire Deposit	Per Trap	Partial	Exempt unless forfeited	120.00	120.00	
Weekly Hire	Per Hire	Partial	Taxable	Free	Free	
Late Return Daily Fee	Per Day	Partial	Taxable	11.50	11.50	
Dog Trap Hire						
Hire Deposit	Per Trap	Bond	Exempt unless forfeited	120.00	120.00	
Dog Registration Tag Replacement	Per Tag	Partial	Exempt	5.00	5.00	
Barking Device Hire						
Hire Deposit	Per Device	Bond	Exempt unless forfeited	120.00	120.00	
Weekly Hire	Per Device	Partial	Taxable	11.50	11.50	
Late Return Daily Fee	Per Day	Partial	Taxable	11.50	11.50	
Application to Keep More Than 2 Dogs	Per Application	Partial	Exempt	50.00	50.00	
Application to Keep More Than Prescribed Number of Cats (from 1 November 2013)	Per Application	Partial	Exempt	50.00	50.00	
Application for Cat Breeder Approval (from 1 November 2013)	Per Application	Statutory	Exempt	100.00	100.00	
Surrendered dog fee (euthanasia)	Per Animal	Full	Exempt	150.00	150.00	
Dog Registration (Dog Act 1976)						
Unsterilised - 1 year	Per Animal	Statutory	Exempt	50.00	50.00	
Unsterilised - 3 years	Per Animal	Statutory	Exempt	120.00	120.00	
Dangerous Dog / Restricted Breed	Per Animal	Statutory	Exempt	50.00	50.00	
Sterilised - 1 year	Per Animal	Statutory	Exempt	20.00	20.00	
Sterilised - 3 years	Per Animal	Statutory	Exempt	42.50	42.50	
Lifetime Registration						
Unsterilised	Per Animal	Statutory	Exempt	250.00	250.00	
Sterilised	Per Animal	Statutory	Exempt	100.00	100.00	
Dog Kennel Licence	Per Animal	Statutory	Exempt	200.00	200.00	
Pension discount	Per Application	Statutory	Exempt	50%	50%	
Part year new registrations (after 31 May)	Per Application	Statutory	Exempt	50%	50%	
<i>(for other charges relating to dogs please see below)</i>						
Cat Registration (Regulations pending finalisation that are likely to set fee's)						
Part year new registrations (after 31 May)	Per Animal	Statutory	Exempt	10.00	10.00	
Registration for 1 Year	Per Animal	Statutory	Exempt	20.00	20.00	
Registration for 3 Years	Per Animal	Statutory	Exempt	42.50	42.50	
Registration for life	Per Animal	Statutory	Exempt	100.00	100.00	
Pension discount	Per Animal	Statutory	Exempt	50%	50%	
Horse Permit Fee - Annual Permit						
For access to beaches and reserves	Per Application	Full	Exempt	100.00	100.00	
Beach Access Permit - Annual Permit	Per Application	Full	Exempt	100.00	100.00	
Impounded/Seized Trolleys & Wheeled Recreational Device						
Impound Fee	Per Item	Full	Exempt	60.00	60.00	
Daily Fee thereafter	Per day	Full	Exempt	30.00	30.00	
Impounded/Seized Signs						
Impound Fee	Per Item	Full	Exempt	60.00	60.00	
Daily Fee Thereafter	Per Day	Full	Exempt	30.00	30.00	
Impounded/ Dogs						
Impound Fee	Per Animal	Full	Exempt	60.00	60.00	
Daily Fee Thereafter	Per Day	Full	Exempt	30.00	30.00	
Impounded Cats (from 1 November 2013)						
Impound Fee	Per Animal	Full	Exempt	60.00	60.00	
Daily Fee Thereafter	Per Day	Full	Exempt	30.00	30.00	
Overdue Infringement Payment (FER)						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Courtesy Letter Fee	Per Infringement	Statutory	Exempt	19.90	19.90	
Fines Enforcement Registration Fee	Per Infringement	Statutory	Exempt	80.45	80.45	
Vehicle Registration Check	Per Infringement	Statutory	Exempt	3.50	3.50	
LIVESTOCK IMPOUND FEES						
Local Government (Miscellaneous Provisions Act) 1960						
Table of fees chargeable by Authorised City of Mandurah Ranger, Officer or Other Authorised Person in respect of Cattle Impoundment by them.						
In accordance with Section 464 of the Local Government (Miscellaneous Provisions Act) 1960, notice is hereby given that the fees set out in the Fifteenth Schedule of the Act						
Impoundment Fees						
If impounded after 7:00am and before 7:00pm						
Entire horses, mules, asses, camels, bulls or boars, per head	Per Animal	Partial	Exempt	83.00	83.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	83.00	83.00	
Wethers, ewes, lambs or goats 1-5 head	Per Animal	Partial	Exempt	55.00	55.00	
Wethers, ewes, lambs or goats 6-10 head	Per Animal	Partial	Exempt	110.00	110.00	
Wethers, ewes, lambs or goats more than 10	Per Animal	Partial	Exempt	165.00	165.00	
If impounded after 7:00am and before 7:00pm						
Entire horses, mules, asses, camels, bulls or boars, per head	Per Animal	Partial	Exempt	83.00	83.00	
rams or pigs, per head	Per Animal	Partial	Exempt	83.00	83.00	
Wethers, ewes, lambs or goats 1-5 head	Per Animal	Partial	Exempt	55.00	55.00	
Wethers, ewes, lambs or goats 6-10 head	Per Animal	Partial	Exempt	110.00	110.00	
Wethers, ewes, lambs or goats more than 10	Per Animal	Partial	Exempt	165.00	165.00	
If impounded after 7:00pm and before 7:00am						
Entire horses, mules, asses, camels, bulls or boars, per head	Per Animal	Partial	Exempt	165.00	165.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	165.00	165.00	
Wethers, ewes, lambs or goats 1-5 head	Per Animal	Partial	Exempt	110.00	110.00	
Wethers, ewes, lambs or goats 6-10 head	Per Animal	Partial	Exempt	165.00	165.00	
Wethers, ewes, lambs or goats more than 10	Per Animal	Partial	Exempt	220.00	220.00	
Table of charges for sustenance of cattle impounded						
For each 24 hours or part thereof						
Entire horses, mules, asses, camels, bulls or boards, per head	Per Animal	Partial	Exempt	11.00	11.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	11.00	11.00	
Wethers, ewes, lambs or goats per head	Per Animal	Partial	Exempt	11.00	11.00	
For each 24 hours or part thereof						
Entire horses, mules, asses, camels, bulls or boards, per head	Per Animal	Partial	Exempt	11.00	11.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	11.00	11.00	
Wethers, ewes, lambs or goats per head	Per Animal	Partial	Exempt	11.00	11.00	
For each 24 hours or part thereof						
Entire horses, mules, asses, camels, bulls or boards, per head	Per Animal	Partial	Exempt	11.00	11.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	11.00	11.00	
Wethers, ewes, lambs or goats per head	Per Animal	Partial	Exempt	11.00	11.00	
No charge is payable in respect of a suckling animal under the age of six months running with its mother.						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
ADMINISTRATION						
Bonds						
Low Risk	Per Event	Reference☐	Exempt unless	500.00	500.00	
Medium Risk	Per Event	Reference☐	Exempt unless	1,000.00	1,000.00	
High Risk	Per Event	Reference☐	Exempt unless	2,000.00	2,000.00	
Facility Booking Administration						
Administration Fee	Per Booking	Reference☐	Taxable	25.00	25.00	
Family Discounts						
Casual Entry Discounts						
Visiting Voluntary Workers	Per Transaction	Reference☐	Taxable	100%	100%	
Under 5's - Stadium	Per Transaction	Reference☐	Taxable	100%	100%	
Under 3 - Aquatic	Per Transaction	Reference☐	Taxable	100%	100%	
Carers / Companion Card Holders	Per Transaction	Reference☐	Taxable	100%	100%	
Concession (Students, Over 60 Years) -	Per Transaction	Reference☐	Taxable	20%	20%	
Halls Head Facility Booking 10% Community Use Discount				10%	10%	
Swim School 2nd Session per Weekly Lesson	Per Transaction	Reference☐	Taxable	20%	20%	
Promotional Activities - Marketing Activities						
Applies to all activities marketing and promoting of City of Mandurah Recreation & Sporting activities.	Per Transaction	Reference☐	Taxable	0-100%	-	New Discount
Membership Discounts						
Perfect Family Fit	Per Transaction	Reference☐		10%	10%	
Online Discount (Excluding Swim School)	Per Transaction	Reference☐		10%	10%	
Concession (Student, Over 60 Years)	Per Transaction	Reference☐	Taxable	20%	20%	
Pension Card Holder (Blue)	Per Transaction	Reference☐	Taxable	20%	20%	
Health Care Card Holder (Maroon & Yellow)	Per Transaction	Reference☐	Taxable	20%	20%	
Veterans Affairs Card Holder (Gold)	Per Transaction	Reference☐	Taxable	20%	20%	
Corporate Memberships - Minimum 5 memberships	Per Transaction	Reference☐	Taxable	20%	-	New Discount
Members Squash Discount (Peak & Off Peak) - MARC	Per Transaction	Reference☐	Taxable	20%	20%	
Note: Discounts Do Not Apply to Vacation Care,, After School Care or Creche Services. Café Sales and Swim School						
Discounts for Sporting, Community & NFP Incorporated Groups						
Non Profit Groups - regular hire 5-10hrs p/week discount	Per Session	Reference☐	Taxable	10%	10%	
Non Profit Groups - regular hire 11-20hrs p/week discount	Per Session	Reference☐	Taxable	15%	15%	
Non Profit Groups - regular hire >20hrs p/week discount	Per Session	Reference☐	Taxable	20%	20%	
Sports Program						
Season Fee Upfront				10%	-	New Discount
Half Season Upfront						
Seasonal Promotions	Per Promotion	Reference☐	Taxable	10-50%	10-50%	
FACILITY HIRE						
Facility Hire - MARC						
Activity Room (Creche)						
Profit Groups	Per Hour	Reference☐	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference☐	Taxable	16.00	16.00	
Clubrooms						
Profit Groups				20.00	20.00	
Non Profit, Community Groups & Schools	Per Hire	Reference☐	Taxable	16.00	16.00	
Group Fitness Room 1 - per hour (excludes equipment)						
Profit Groups	Per Hour	Reference☐	Taxable	52.50	52.50	
Non Profit Groups	Per Hour	Reference☐	Taxable	42.00	42.00	
Group Fitness Room 2 - per hour (excludes equipment)						
Profit Groups	Per Hour	Reference☐	Taxable	40.00	40.00	
Non Profit Groups	Per Hour	Reference☐	Taxable	32.00	32.00	
Meeting Room						
Profit Groups	Per Hour	Reference☐	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference☐	Taxable	16.00	16.00	
Outdoor Gym Area						
Profit Groups	Per Hour	Reference☐	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference☐	Taxable	16.00	16.00	
Gymnasium Appraisal Room						
External Hirers (Physios, Exercise Physiologists)	Per Hour	Reference☐	Taxable	20.00	20.00	
Events Foyer Area						
Profit Groups	Per Hour	Reference☐	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference☐	Taxable	16.00	16.00	
Facility Hire - HHCRC						
Meeting Room						
Profit Groups	Per Hour	reference	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	reference	Taxable	16.00	16.00	
Group Fitness Room - per hour (excludes equipment)						
Profit Groups	Per Hour	reference	Taxable	52.50	52.50	
Non Profit Groups	Per Hour	reference	Taxable	42.00	42.00	
Gymnasium Appraisal Room						
External Hirers (Physios, Exercise Physiologists)	Per Hour	Reference☐	Taxable	20.00	20.00	
Stadium - MARC & HHRC						
Discounts for Sporting, Community & NFP Incorporated Groups						
Non Profit Groups - regular hire 5-10hrs p/week discount	Per Session	Reference☐	Taxable	10%	10%	
Non Profit Groups - regular hire 11-20hrs p/week discount	Per Session	Reference☐	Taxable	15%	15%	
Non Profit Groups - regular hire >20hrs p/week discount	Per Session	Reference☐	Taxable	20%	20%	
Court Hire - Stadium (per court, per hour)						

Recreational Facilities

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Corporate / Profit Groups	Per Session	Reference☐	Taxable	58.75	58.75	
Casual - Non Profit	Per Session	Reference☐	Taxable	47.50	47.50	
Regular - Non Profit	Per Session	Reference☐	Taxable	35.60	35.60	
Schools	Per Session	Reference☐	Taxable	35.60	35.60	
Cancellation / Administration Fee	Per Session	Reference☐	Taxable	25.00	25.00	
Extra Trade Hours - per hour	Per Session	Reference☐	Taxable	88.00	88.00	
Extra Set Up / Pack Up (Per person, per hr) Weekday 2 hour minimum				40.00	60.00	-33.3%
Extra Set Up / Pack Up (Per person, per hr) Saturday 2 hour minimum				50.00	60.00	-16.7%
Extra Set Up / Pack Up (Per person, per hr) Sunday 2 hour minimum	Per Session	Reference☐	Taxable	60.00	60.00	
Events						
Additional Cleaning - per hour	Per Session	Reference☐	Taxable	Market Rate	Market Rate	
AQUATIC FACILITIES - MARC only						
Casual Entry						
Pool (per person)						
Adult	Per Entry	Reference☐	Taxable	6.40	6.40	
Concession	Per Entry	Reference☐	Taxable	5.20	5.20	
Under 5			Taxable	Free	Free	
Spectator	Per Entry	Reference☐	Taxable	-	-	
School Rate	Per Entry	Reference☐	Taxable	3.30	3.30	
Family Pass (2 x Adult, 2 x Child or 1 Adult, 3 x Child)	Per Entry	Reference☐	Taxable	19.20	19.20	
Lockers						
Members per hour	Per Entry	Reference☐	Taxable	Inc Membership	Inc Membership	
Casual Band	Per Entry	Reference☐	Taxable	2.00	2.00	
With fob/wristband	Per Entry	Reference☐	Taxable	1.00	1.00	
Aqua Fitness						
Adult	Per Class	Reference☐	Taxable	12.00	12.00	
Concession/Student	Per Class	Reference☐	Taxable	10.00	10.00	
Wellness Centre	Per Entry	Reference☐	Taxable			
Adult	Per entry	Reference☐	Taxable	12.00	12.00	
Concession				9.60	9.60	
Visit Passes						
Concession / Student						
20 Visits (valid for 6 mths)	Per Entry	Reference☐	Taxable	96.00	96.00	
50 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	230.00	230.00	
100 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	432.00	432.00	
Adults		Reference☐				
20 Visits (valid for 6 mths)	Per Entry	Reference☐	Taxable	121.00	121.00	
50 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	288.00	288.00	
100 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	540.00	540.00	
Aqua Fitness Visit Passes		Reference☐				
10 Visits (valid for 6 mths)	Per Class	Reference☐	Taxable	95.00	95.00	
20 Visits (valid for 12 mths)	Per Class	Reference☐	Taxable	189.00	189.00	
Lane Hire						
Regular Booking Discount (Weekly Hire)	Per Transaction	Reference☐	Taxable	25%	25%	
Non profit & Commercial Groups						
Winter Lane Hire Discount (June-August)	Per Hour	Reference☐	Taxable	20%	20%	
Indoor 25m Pool						
Pool Lane Hire (per lane / per hour) - Plus Entry - Swim Clubs	Per Hour	Reference☐	Taxable	5.40	5.40	
Pool Lane Hire (per lane / per hour) - Plus Entry - Non Profit	Per Hour	Reference☐	Taxable	21.50	21.50	
Pool Lane Hire (per lane / per hour) - Plus Entry - Commercial	Per Hour	Reference☐	Taxable	27.00	27.00	
Learn to Swim Pool						
Pool Lane Hire (per lane / per hour) - Plus Entry	Per Hour	Reference☐	Taxable	10.75	10.75	
Outdoor 25m Pool						
Note: Availability subject to operational requirements.						
Pool Lane Hire (per lane / per hour) - Plus Entry - Swim Clubs	Per Hour	Reference☐	Taxable	4.40	4.40	
Pool Lane Hire (per lane / per hour) Plus Entry - Non Profit	Per Hour	Reference☐	Taxable	16.00	16.00	
Pool Lane Hire (per lane / per hour) Plus Entry - Commercial	Per Hour	Reference☐	Taxable	20.00	20.00	
Outdoor 50m Pool						
Pool Lane Hire (per lane / per hour) - Plus Entry - Swim Clubs	Per Hour	Reference☐	Taxable	6.50	6.50	
Pool Lane Hire (per lane / per hour) Plus Entry - Non Profit	Per Hour	Reference☐	Taxable	24.00	24.00	
Pool Lane Hire (per lane / per hour) Plus Entry - Commercial	Per Hour	Reference☐	Taxable	30.00	30.00	
Lifeguard for Facility Bookings						
Weekdays	Per Hour	Reference☐	Taxable	50.00	50.00	
Saturdays	Per Hour	Reference☐	Taxable	62.50	62.50	
Sundays	Per Hour	Reference☐	Taxable	75.00	75.00	
CAFÉ - MARC Only						
Food & Beverages	Each	Reference☐	Determined by product	Market Rate	Market Rate	
CHILD CARE - MARC & HHCRC						
Crèche & Big Kids Club						
Single Visit - 1 child - MEMBER	Per Session	Reference☐	Exempt	5.00	5.00	
Single Visit - 1 child - CASUAL	Per Session	Reference☐	Exempt	5.00	6.00	-16.7%
Crèche Visit Passes (2 hour session)	Per Session	Reference☐	Exempt	9.00	9.00	
3 Sessions	Per Session	Reference☐	Exempt	9.00	-	New Fee
100 Sessions - discount 5%	Per Session	Reference☐	Exempt	285.00	-	New Fee
Vacation Care						
Single Day attendance, per child	Per day, per child	Reference☐	Exempt	Market Rate	Market Rate	
Weekly Rate attendance, per child	Per week, per child	Reference☐	Exempt	Market Rate	Market Rate	

Recreational Facilities

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
After School Care						
Single Day - Per Child	Per day, per child	Reference☐	Exempt	28.00	28.00	
Single Day - Per Child -sibling rate	Per day, per child	Reference☐	Exempt	26.00	26.00	
Weekly Rate - Per Child	Per week, per child	Reference☐	Exempt	Market Rate	Market Rate	
HEALTH & FITNESS						
<u>Full Access Day Pass</u>						
Wellness Suite & Gym/Group Fitness	Per Session	Reference☐	Taxable	23.00	23.00	
Concession	Per Session	Reference☐	Taxable	18.40	18.40	
<u>Gymnasium</u>						
Single Visit	Per Session	Reference☐	Taxable	16.00	16.00	
Early Bird (before 8am)	Per Session	Reference☐	Taxable	13.00	13.00	
Happy Hour (12pm - 2pm)	Per Session	Reference☐	Taxable	13.00	13.00	
<u>Group Fitness</u>						
Single Visit	Per Class	Reference☐	Taxable	16.00	16.00	
X-press Class (30min class)	Per Class	Reference☐	Taxable	12.00	12.00	
Tai Chi, Chi Ball & Come Dance	Per Class	Reference☐	Taxable	12.00	12.00	
Tai Chi, Chi Ball & Come Dance - concession	Per Class	Reference☐	Taxable	9.60	9.60	
<u>Teen Work Out</u>						
Single Visit	Per Session	Reference☐	Taxable	9.60	9.60	
<u>Heart Moves, Beat it, Boomers</u>						
Single Visit	Per Class	Reference☐	Taxable	7.50	7.50	
10 Pack	Per Class	Reference☐	Taxable	67.50	67.50	
20 Pack	Per Class	Reference☐	Taxable	127.50	127.50	
<u>Living Longer Living Stronger (LLLS)</u>						
Single Visit	Per Session	Reference☐	Taxable	8.50	8.50	
Single Visit (Concession)	Per Session	Reference☐	Taxable	7.00	7.00	
10 Pack	Per Pack	Reference☐	Taxable	78.00	78.00	
10 Pack (Concession)	Per Pack	Reference☐	Taxable	70.00	70.00	
20 Pack	Per Pack	Reference☐	Taxable	154.00	154.00	
20 Pack (Concession)	Per Pack	Reference☐	Taxable	138.00	138.00	
Memberships						
<u>Administration Fees</u>						
Entry Passes Cancellation - Administration fee	Per Cancellation	Reference	Taxable	25.00	25.00	
Membership Cancellation Fee - Gym Fit 20 Visit only	Per Cancellation	Reference☐	Taxable	25.00	25.00	
Membership Cancellation Fee - all others	Per Cancellation	Reference☐	Taxable	25.00	25.00	
Membership Transfer Fee	Per Transfer	Reference☐	Taxable	25.00	25.00	
Appraisal - 1 hour	Per Appraisal	Reference☐	Taxable	60.00	60.00	
RFID Band New / Replacement	Per RFID	Reference☐	Taxable	5.00	5.00	
Membership Card Replacement	Per Card	Reference☐	Taxable	5.00	5.00	
Aqua Membership - MARC only						
1 Month	Per Membership	Reference☐	Taxable	48.00	48.00	
3 Month	Per Membership	Reference☐	Taxable	130.00	130.00	
6 Month	Per Membership	Reference☐	Taxable	242.00	242.00	
12 Month	Per Membership	Reference☐	Taxable	480.00	480.00	
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	19.50	24.00	-18.8%
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	41.00	45.00	-8.9%
AquaWellness Membership MARC only - New						
1 Month	Per Membership	Reference☐	Taxable	74.00	74.00	
3 Month	Per Membership	Reference☐	Taxable	193.00	193.00	
6 Month	Per Membership	Reference☐	Taxable	345.00	345.00	
12 Month	Per Membership	Reference☐	Taxable	632.00	632.00	
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	25.30	34.00	-25.6%
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	53.70	67.00	-19.9%
Aqua Fit Membership - MARC only						
1 Month	Per Membership	Reference☐	Taxable	85.00	85.00	
3 Month	Per Membership	Reference☐	Taxable	243.00	243.00	
6 Month	Per Membership	Reference☐	Taxable	445.00	445.00	
12 Month	Per Membership	Reference☐	Taxable	760.00	760.00	
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	30.20	40.00	-24.5%
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	64.30	80.00	-19.6%
AquaFit Wellness Membership MARC only						
1 Month	Per Membership	Reference☐	Taxable	117.00	117.00	
3 Month	Per Membership	Reference☐	Taxable	306.00	306.00	
6 Month	Per Membership	Reference☐	Taxable	547.00	547.00	
12 Month	Per Membership	Reference☐	Taxable	912.00	912.00	
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	36.10	50.00	-27.8%
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	77.00	100.00	-23.0%
Elite Membership (Full Access) - MARC & HHCRC						
1 Month	Per Membership	Reference☐	Taxable	122.00	122.00	
3 Month	Per Membership	Reference☐	Taxable	355.00	355.00	
6 Month	Per Membership	Reference☐	Taxable	599.00	599.00	
12 Month	Per Membership	Reference☐	Taxable	1,050.00	1,050.00	
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	41.40	58.00	-28.6%
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	88.50	110.00	-19.5%
Lifestyle Membership - MARC & HHCRC						
1 Month	Per Membership	Reference☐	Taxable	106.00	106.00	
3 Month	Per Membership	Reference☐	Taxable	285.00	285.00	
6 Month	Per Membership	Reference☐	Taxable	530.00	530.00	
12 Month	Per Membership	Reference☐	Taxable	920.00	920.00	
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	36.40	50.00	-27.2%

Recreational Facilities

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	77.70	98.00	-20.7%
GymFit Membership (Gym & Group Fitness Access only)						
1 Month	Per Membership	Reference☐	Taxable	90.00	90.00	
3 Month	Per Membership	Reference☐	Taxable	246.00	246.00	
6 Month	Per Membership	Reference☐	Taxable	455.00	455.00	
12 Month	Per Membership	Reference☐	Taxable	772.00	772.00	
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	30.70	42.00	-26.9%
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	65.30	82.00	-20.4%
GymFit Visit Card Membership						
20 Visits (valid for 6 mths)	Per Membership	Reference☐	Taxable	236.00	236.00	
50 Visits (valid for 12 mths)	Per Membership	Reference☐	Taxable	540.00	540.00	
100 Visits (valid for 18 mths)	Per Membership	Reference☐	Taxable	977.00	977.00	
Teen Work Out Club						
3 Month	Per Membership	Reference☐	Taxable	118.00	147.00	-19.7%
3 Month + Aquatics (Pools only)-MARC	Per Membership	Reference☐	Taxable	152.00	189.00	-19.6%
Direct Debit - Fortnightly	Per Membership	Reference☐	Taxable	20.00	24.00	-16.7%
Direct Debit - Monthly	Per Membership	Reference☐	Taxable	36.00	47.00	-23.4%
Direct Debit + Aquatics - Fortnightly	Per Membership	Reference☐	Taxable	24.00	30.00	-20.0%
Direct Debit + Aquatics - Monthly	Per Membership	Reference☐	Taxable	47.00	59.00	-20.3%
School Holiday Membership (14 days) (Available during school holiday periods)						
Online	Per Membership	Reference☐	Taxable	16.80	-	New Fee
InCentre	Per Membership	Reference☐	Taxable	19.80	-	New Fee
Group Training (per session, per hour)						
Up to 20 people	Per session, Per hour	Reference☐	Taxable	128.00	128.00	
Schools Groups	Per session, Per hour	Reference☐	Taxable	100.00	100.00	
Personal Training						
Hiit PT - New						
Single Session - 20 min	Per Session	Reference☐	Taxable	30.00	30.00	
Members - New Member Pack (1 client x 1 trainer)						
3 Pack - 30 min sessions	per pack	Reference☐	Taxable	99.00	99.00	
Members (1 client x 1 trainer)						
Single Session - 30 min	Per Session	Reference☐	Taxable	39.00	39.00	
Single Session - 60 min	Per Session	Reference☐	Taxable	73.00	73.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference☐	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference☐	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference☐	Taxable	15%	15%	
Members (2 clients x 1 trainer)						
Single Session - 30 min	Per Session	Reference☐	Taxable	57.00	57.00	
Single Session - 60 min	Per Session	Reference☐	Taxable	89.00	89.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference☐	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference☐	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference☐	Taxable	15%	15%	
Non-Members (1 client x 1 trainer)						
Single Session - 30 min	Per Session	Reference☐	Taxable	57.00	57.00	
Single Session - 60 min	Per Session	Reference☐	Taxable	78.00	78.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference☐	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference☐	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference☐	Taxable	15%	15%	
Non-Members (2 clients x 1 trainer)						
Single Session - 30 min	Per Session	Reference☐	Taxable	63.00	63.00	
Single Session - 60 min	Per Session	Reference☐	Taxable	94.00	94.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference☐	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference☐	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference☐	Taxable	15%	15%	
LIFESTYLE PROGRAMS						
Administration Fees						
Course Cancellation Fee	Per Cancellation	Reference☐	Taxable	25.00	25.00	
Birthday Parties (Maximum 20 children)						
After 20 children - per child	Per Child	Reference☐	Taxable	10.00	10.00	
Aquatic Games - per hour	Per Hour	Reference☐	Taxable	360.00	360.00	
Aquatic Inflatable - per hour	Per Hour	Reference☐	Taxable	360.00	360.00	
Themed Parties - per hour	Per Hour	Reference☐	Taxable	360.00	360.00	
Sports Parties - per hour	Per Hour	Reference☐	Taxable	360.00	360.00	
Extra Lifeguards - if more than 25 children, per hour	Per Hour	Reference☐	Taxable	77.25	91.50	-15.6%
Additional charge for Sundays	Per Party	Reference☐	Taxable	60.00	60.00	
Course Registrations						
Adult Courses	Per Course	Reference☐	Taxable	Market Rate	Market Rate	
Children's Courses	Per Course	Reference☐	Taxable	Market Rate	Market Rate	
Coaching Courses (Casual) - per child per session	Per Course	Reference☐	Taxable	8.00	8.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
RETAIL - MARC only						
Various	Market Rate	Reference☐	Determined by product	Market Rate	Market Rate	
SPORTS - MARC & HHCRC						
Casual Entry						
Stadium (per person)						
Adult	Per Entry	Reference☐	Taxable	6.40	6.40	
Concession / Student	Per Entry	Reference☐	Taxable	5.20	5.20	
Under 5	Per Entry	Reference☐	Taxable	Free	Free	
Spectator - Event Specific	Per Entry	Reference☐	Taxable	Market Rate	Market Rate	
School	Per Entry	Reference☐	Taxable	3.30	3.30	
Family Pass (2 x Adult, 2 x Child or 1 Adult, 3 x Child)	Per Entry	Reference☐	Taxable	19.20	19.20	
Day Ticket (Carnivals & Events)				Market Rate	Market Rate	
Casual Entry - Visit Passes						
Concession / Student						
20 Visits (valid for 6 mths)	Per Entry	Reference☐	Taxable	96.00	96.00	
50 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	230.00	230.00	
100 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	432.00	432.00	
Adults						
20 Visits (valid for 6 mths)	Per Entry	Reference☐	Taxable	121.00	121.00	
50 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	288.00	288.00	
100 Visits (valid for 12 mths)	Per Entry	Reference☐	Taxable	540.00	540.00	
Court Hire - Stadium (per court, per hour)						
Events						
Additional Cleaning - per hour	Per Session	Reference☐	Taxable	Market Rate	Market Rate	
Squash 1/2 Hour			Taxable	10.50	10.50	
Squash 1 Hour			Taxable	21.00	21.00	
Team Sport Competitions - Seniors						
per game fee	Per Game	Reference☐	Taxable	60.00	60.00	
Team Sport Competitions - Juniors						
per game fee	Per season, Per team	Reference☐	Taxable	49.00	49.00	
SWIM SCHOOL - MARC only						
Includes Infants, Pre-school, Learn to Swim, Stroke Development & Adult Lessons						
Administration						
Cancellation / Administration Fee	Per Enrolment	Reference☐	Exempt	25.00	25.00	
Enrolments						
Per weekly lesson	Per Enrolment	Reference☐	Exempt	15.00	15.00	New Fee
2nd session per weekly lesson	Per Enrolment	Reference☐	Exempt	20%	20%	New Fee
Direct Debit - New Enrolment						
Fortnightly Payments	Per Enrolment	Reference☐	Exempt	30.00	30.00	
Stroke Clinic and Aquatic Education Programs - 1hr				20.00	-	New Fee
Casual Lesson Per Lesson - 30 mins				17.00	16.00	6.3%
School Holiday Program						
5 Day - per child	Per Enrolment	Reference☐	Taxable	75.00	75.00	
Per Day - per child	Per Enrolment	Reference☐	Taxable	13.65	13.65	
Private Lessons						
15 Minute Lesson - one child	Per Enrolment	Reference☐	Exempt	42.00	42.00	
30 Minute Lesson - one child	Per Enrolment	Reference☐	Exempt	60.00	60.00	
15 Minute Special Needs Lesson -per child	Per Enrolment	Reference☐	Exempt	21.00	21.00	
30 Minute Special Needs Lesson - per child	Per Enrolment	Reference☐	Exempt	36.50	36.50	
Training Courses						
Bronze Medallion Award	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	
Bronze Requalification Award	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	
Bronze Medallion Full Course	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	
Bronze Medallion Requalification	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	
Bronze Star Award	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	
Resuscitation Award	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	
Resuscitation Only Course	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	
First Aid Course - Full Course & Requalification	Per Enrolment	Reference☐	Exempt	Market Rate	Market Rate	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$		Increase vs 2019/2020 %
Community Halls & Pavilions							
Class A Facilities							
- HH Parade Community & Sports Facility							
- Meadow Springs Sports Facility							
- Peelwood Sports Facility 1 Oct - 31 March							
- Mandurah Bowling & Community Centre							
- Lakelands Park Clubrooms - Function Room							
- Rushton North Pavillion - Large Function Room							
Daytime							
Commercial Casual/Private Function	Per Hour	Partial	Taxable	53.50	53.50		
Commercial Regular	Per Hour	Partial	Taxable	35.00	35.00		
Community Casual	Per Hour	Partial	Taxable	25.00	25.00		
Community Regular	Per Hour	Partial	Taxable	21.00	21.00		
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	16.00	16.00		
Evening							
Commercial Casual/Private Function	Per Hour	Partial	Taxable	66.50	66.50		
Commercial Regular	Per Hour	Partial	Taxable	44.50	44.50		
Community Casual	Per Hour	Partial	Taxable	32.00	32.00		
Community Regular	Per Hour	Partial	Taxable	25.50	25.50		
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	20.00	20.00		
Class B Facilities							
- Bortolo Pavilion							
- Coodanup Community Centre							
- Falcon Pavilion							
- Thomson St Netball Pavilion							
- Merlin Street Pavilion							
Daytime							
Commercial Casual/Private Function	Per Hour	Partial	Taxable	49.00	49.00		
Commercial Regular	Per Hour	Partial	Taxable	32.00	32.00		
Community Casual	Per Hour	Partial	Taxable	23.00	23.00		
Community Regular	Per Hour	Partial	Taxable	19.00	19.00		
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	15.00	15.00		
Evening							
Commercial Casual/Private Function	Per Hour	Partial	Taxable	61.00	61.00		
Commercial Regular	Per Hour	Partial	Taxable	40.00	40.00		
Community Casual	Per Hour	Partial	Taxable	28.50	28.50		
Community Regular	Per Hour	Partial	Taxable	23.50	23.50		
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	18.00	18.00		
Class C Facilities							
- Sutton St Hall - Church Studio							
- Madora Bay Community Hall							
- Ocean Road Sports Facility							
- Mandurah Family & Community Centre							
Daytime							
Commercial Casual/Private Function	Per Hour	Partial	Taxable	42.50	42.50		
Commercial Regular	Per Hour	Partial	Taxable	28.50	28.50		
Community Casual	Per Hour	Partial	Taxable	21.00	21.00		
Community Regular	Per Hour	Partial	Taxable	17.00	17.00		
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	14.00	14.00		
Evening							
Commercial Casual/Private Function	Per Hour	Partial	Taxable	53.50	53.50		
Commercial Regular	Per Hour	Partial	Taxable	35.50	35.50		
Community Casual	Per Hour	Partial	Taxable	26.50	26.50		
Community Regular	Per Hour	Partial	Taxable	21.00	21.00		
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	17.00	17.00		
Class D Facilities							
- Southern Estuary Hall							
- Rushton North - Small Function Room							
- Coodanup Playgroup Centre							
- Lakelands Community House							
Daytime							
Commercial Casual/Private Function	Per Hour	Partial	Taxable	23.00	23.00		
Commercial Regular	Per Hour	Partial	Taxable	16.00	16.00		

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Community Casual	Per Hour	Partial	Taxable	11.00	11.00	
Community Regular	Per Hour	Partial	Taxable	9.00	9.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	7.00	7.00	
Evening						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	28.50	28.50	
Commercial Regular	Per Hour	Partial	Taxable	20.00	20.00	
Community Casual	Per Hour	Partial	Taxable	14.00	14.00	
Community Regular	Per Hour	Partial	Taxable	11.00	11.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	9.00	9.00	
Kiosk						
- Merlin St Reserve Pavilion						
- Thomson St Netball Pavilion						
- Bortolo Pavilion						
- Coote Reserve*						
- Rushton Main						
- Meadow Springs Sports Facility						
- Lakelands Park						
- Ocean Road Sports Facility						
Daytime						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	37.00	37.00	
Commercial Regular	Per Hour	Partial	Taxable	25.00	25.00	
Community Casual	Per Hour	Partial	Taxable	19.00	19.00	
Community Regular	Per Hour	Partial	Taxable	14.50	14.50	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	11.00	11.00	
Evening						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	49.00	49.00	
Commercial Regular	Per Hour	Partial	Taxable	32.50	32.50	
Community Casual	Per Hour	Partial	Taxable	23.50	23.50	
Community Regular	Per Hour	Partial	Taxable	19.00	19.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	15.00	15.00	
Office Space						
- Mandurah Bowling & Community Centre						
Daytime only						
Commercial Casual	Per Half Day	Partial	Taxable	76.00	-	New Fee
Commercial Regular	Per Half Day	Partial	Taxable	50.00	-	New Fee
Community Casual	Per Half Day	Partial	Taxable	38.00	-	New Fee
Community Regular	Per Half Day	Partial	Taxable	29.00	-	New Fee
Junior & Senior Regular	Per Half Day	Partial	Taxable	21.50	-	New Fee
Office Space						
- Mandurah Bowling & Community Centre						
Daytime only						
Commercial Casual	Per Day	Partial	Taxable	148.50	148.50	
Commercial Regular	Per Day	Partial	Taxable	98.00	98.00	
Community Casual	Per Day	Partial	Taxable	74.00	74.00	
Community Regular	Per Day	Partial	Taxable	56.00	56.00	
Junior & Senior Regular	Per Day	Partial	Taxable	42.00	42.00	
Meeting Rooms						
- Coodanup Community Centre						
- Meadow Springs Sports Facility						
- Peelwood Parade Sports Facility 1 Oct - 31 March						
- Lakelands Park Clubrooms - Meeting Room						
Daytime						
Commercial Casual	Per Hour	Partial	Taxable	23.00	23.00	
Commercial Regular	Per Hour	Partial	Taxable	16.00	16.00	
Community Casual	Per Hour	Partial	Taxable	11.00	11.00	
Community Regular	Per Hour	Partial	Taxable	9.00	9.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	7.00	7.00	
Evening						
Commercial Casual	Per Hour	Partial	Taxable	28.50	28.50	
Commercial Regular	Per Hour	Partial	Taxable	20.00	20.00	
Community Casual	Per Hour	Partial	Taxable	14.00	14.00	
Community Regular	Per Hour	Partial	Taxable	11.00	11.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	9.00	9.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Mandurah Business and Development Centre						
Conference Room Hire	Half Day	Partial	Taxable	100.00	-	New Fee
Conference Room Hire	Full Day	Partial	Taxable	140.00	-	New Fee
Day Office Hire (Office 15 & 11)	Per hour	Partial	Taxable	20.00	-	New Fee
Day Office Hire (Office 15 & 11)	Half Day	Partial	Taxable	50.00	-	New Fee
Day Office Hire (Office 15 & 11)	Full Day	Partial	Taxable	80.00	-	New Fee
Administration Fee						
Booking Fee			Taxable	45.00	45.00	
Liquor permit (Casual)	Per Hour	Partial	Exempt	35.00	35.00	
Liquor permit (Seasonal)	Per Hour	Partial	Exempt	110.00	110.00	
Facility Bonds						
Low Risk Events - Booking	Per Hour	Partial	Exempt	500.00	500.00	
Medium Risk Events - Booking	Per Hour	Partial	Exempt	1,000.00	1,000.00	
High Risk Events - Booking	Per Hour	Partial	Exempt	2,000.00	2,000.00	
Discounts						
Registered Charity	Per Hour	Partial	Taxable	50%	50%	
Approved Fee Waivers				100%	100%	
Storage						
Large (i.e. Paddle Sports Shed)	Annual	Partial	Taxable	950.00	950.00	
Medium	Annual			550.00	550.00	
Small	Annual	Partial	Taxable	275.00	275.00	
Facility Fee Information						
Facility Classification		Facility Rate Application Guidelines				
" Class A Facility" can occupy >200 + persons		"Class A Facilities" are regarded as the base line for determining Lighting Fees for Community Halls and Pavilions. "Class B Facilities" are discounted 10% from "Class A Facilities" "Class C Facilities" are discounted 20% from "Class A Facilities" "Class D Facilities" are discounted 50% from "Class A Facilities"				
" Class B Facility can occupy 100 - 200 persons						
" Class C Facility can occupy < 100 persons						
" Class D Facility can occupy < 50 persons						
Hirer Rate Application Guidelines		Definitions of Hirer				
"Community Regular" is regarded as the base rate for the hire of Community Halls & Pavilions.		"Casual Hirer" less than 12 bookings per annum				
"Commercial Regular" is equal to the Community Regular hire rate + 75%		"Regular Hirer" more than 12 bookings per annum				
"Community Casual Hire" rates are equal to the "Community regular" hire rate + 25%		"Community Hirer" non for profit group or club				
"Commercial Casual Hire" rates are equal to the "Commercial Regular Hire" rate + 50%		"Commercial Hirer" for profit business or group				
"Junior & Senior Regular" and "School Curriculum Activity" rates are equal to "Community		"School Curriculum Activities" Public or Private School				
"Evening rates" are equal to the Day rate + 25%		"Junior Regular" majority of participants under 18 yrs				
"Meeting Rooms" rate is equal to the "Community Regular" halls and pavilions rate - 75%		"Senior Regular" majority of participants over 55 yrs				
*Coote Reserve Kiosk hired at 50% advertised rate						
Fee Waivers as per delegated authority up to 100%						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
ACTIVE SPORTS RESERVES & POS						
HIGH IMPACT SPORT						
Junior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	8.20	8.20	
Senior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	40.00	40.00	
*Casual Community Per Day	Per Day	Partial Recovery	Taxable	174.00	174.00	
*Casual Community Per Hour	Per Hour	Partial Recovery	Taxable	29.00	29.00	
Casual Community - Junior Per Day	Per Day	Partial Recovery	Taxable	87.50	87.50	
Casual Community - Junior Per Hour	Per Hour	Partial Recovery	Taxable	15.00	15.00	
Casual Commercial Per Hour	Per Hour	Partial Recovery	Taxable	44.00	44.00	
Casual Commercial Per Day	Per Day	Partial Recovery	Taxable	262.00	262.00	
Regular Commercial Per Hour	Per Hour	Partial Recovery	Taxable	29.00	29.00	
Casual Private School Per Day	Per Day	Partial Recovery	Taxable	65.50	65.50	
Casual Private School Per Hour	Per Hour	Partial Recovery	Taxable	11.20	11.20	
LOW IMPACT SPORT						
Junior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	7.15	7.15	
Senior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	32.50	32.50	
*Casual Community Per Day	Per Day	Partial Recovery	Taxable	116.00	116.00	
*Casual Community Per Hour	Per Hour	Partial Recovery	Taxable	19.50	19.50	
Casual Community - Junior Per Day	Per Day	Partial Recovery	Taxable	57.00	57.00	
Casual Community - Junior Per Hour	Per Hour	Partial Recovery	Taxable	9.20	9.20	
Casual Commercial Per Hour	Per Hour	Partial Recovery	Taxable	29.00	29.00	
Casual Commercial Per Day	Per Day	Partial Recovery	Taxable	174.50	174.50	
Regular Commercial Per Hour	Per Hour	Partial Recovery	Taxable	20.00	20.00	
Turf Wicket Weekend (Sat/Sun)	Per Day	Partial Recovery	Taxable	229.50	229.50	
Turf Wicket Daily During The Week	Per Day	Partial Recovery	Taxable	107.00	107.00	
Casual Private School Per Day	Per Day	Partial Recovery	Taxable	44.50	-	New Fee
Casual Private School Per Hour	Per Hour	Partial Recovery	Taxable	7.50	-	New Fee
<u>Outdoor Sports Courts</u>						
Thompson Street - charged						
Lakelands SUA, Halls Head College SUA, Falcon Reserve, Madora Bay - no charge						
*Outdoor Sports Courts Per Hour Casual - Thompson St Only	Per Hour	Partial Recovery	Taxable	10.20	10.20	
*Outdoor Sports Courts Per Hour Regular - Thompson St Only	Per Hour	Partial Recovery	Taxable	6.20	6.20	
<u>Special Event Grounds:</u>						
Western Foreshore / Hall Park / Eastern Foreshore / Rushton Park / Meadow Springs Sports Reserve / Peelwood Reserves / Keith Holmes Reserve						
Half Day						
Community Not For Profit	Per Session	Partial Recovery	Taxable	100.00	100.00	
Commercial	Per Session	Partial Recovery	Taxable	250.00	250.00	
Full Day						
Community Not For Profit	Per Session	Partial Recovery	Taxable	200.00	200.00	
Commercial	Per Session	Partial Recovery	Taxable	500.00	500.00	
Weekly						
Community Not For Profit	Per Session	Partial Recovery	Taxable	1000.00	1,000.00	
Commercial	Per Session	Partial Recovery	Taxable	2500.00	2,500.00	
Administration Fees						
Booking Fee	Per Booking	Partial Recovery	Taxable	45.00	45.00	
Community Markets (Public open Space)	Per Booking	Partial Recovery	Exempt	50.00	50.00	
Liquor Permit (casual)	Per Booking	Partial Recovery	Exempt	35.00	35.00	
Power Use POS per hour	Per Hour	Partial Recovery	Taxable	5.00	5.00	
Bonds						
Low Risk	Per Booking		Exempt unless fc	500.00	500.00	
Medium Risk	Per Booking		Exempt unless fc	1000.00	1,000.00	
High Risk	Per Booking		Exempt unless fc	2000.00	2,000.00	
Commercial Event High Risk	Per Booking		Exempt unless fc	10000.00	10,000.00	
Key Replacement	Per Booking		Exempt unless fc	30.00	30.00	
* See guidelines below						
Parks and Reserves Guidelines						
"Junior Sporting" - a club / group with participants under 18 yrs hiring on a seasonal basis						
"Senior Sporting" - a club / group with participants over 18 yrs hiring on a seasonal basis						
"High" - is the impact associated with the following sports on reserves:AFL,Socer,Rugby Union,Rugby League						
"Low" - is the impact associated with the following sports on reserves:All other reserve based sports						
"Casual Community - Junior" equals 50% of Casual Community "						
"Casual Commercial" rates equal "Casual Community" rates + 50%.						
"Casual Private School" rates equal "Casual Community - Junior" day rates - 25%						
Fee Exceptions - 5 -a - side Soccer, Touch Football, Summer Netball, AFL 9's (All activities only include one competition date per week, no training nights)						
Junior Competition - Clubs will be charged per player 50% of the "Junior Sporting Fee"						
Senior Competition - Clubs will be charged per player 50% of the "Senior Sporting Fee"						
<u>Pre -Season Training</u>						
Senior Sporting clubs will be charged the ' Casual Community Hourly Rate'						
Junior Sporting Clubs will be charged the ' Casual Community - Junior Hourly Rate'						

Sports Lighting

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Community Hire Rates:						
Active Sports Reserves						
Bortolo Reserve - North						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Bortolo Reserve - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Coote Reserve (3 Poles only)						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	23.00	23.00	
Falcon Reverse						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Hall Park						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Laklands PARK - North						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.60	-	New Fee
150 Lux	Per Hour	Partial Cost Recovery	Taxable	31.50	-	New Fee
Laklands PARK - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	26.00	-	New Fee
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.60	-	New Fee
Meadow Springs - Main						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
200 Lux	Per Hour	Partial Cost Recovery	Taxable	33.50	33.50	
Meadow Springs - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Merlin Street Reserve						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Ocean Road Reserve						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Peelwood Reserve 1 - North						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Peelwood Reserve 1 - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
300 Lux	Per Hour	Partial Cost Recovery	Taxable	59.00	59.00	
Peelwood Reserve 2						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Peelwood Reserve 3						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Rushton Park Main						
150 Lux	Per Hour	Partial Cost Recovery	Taxable	43.00	43.00	
300 Lux	Per Hour	Partial Cost Recovery	Taxable	59.00	59.00	
Rushton Park North - Dower Street						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Rushton Park North - Thomson Street						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Tindale Reserve (2 Poles only)						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	20.50	20.50	
Outdoor Sports Courts						
Thomson Street Netball Courts						
100 Lux - 1 Court (2 Poles)	Per Hour	Partial Cost Recovery	Taxable	4.60	4.60	
All Lighting	Per Hour	Partial Cost Recovery	Taxable	22.50	22.50	
Coote Reserve Sports Courts						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	4.60	4.60	
Falcon Reserve Sports Courts						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	4.60	4.60	
Commercial Hire Rates:						
Active Sports Reserves & Outdoor Sports Courts	Per Hour	Partial Cost Recovery	Taxable	Community Hire Rate + 25%	Community Hire Rate + 25%	
Notes:						
New fee structure developed and recommended for simplicity and consistency. Previously, clubs have been charged varying rates depending on the reserve / park that they hire. This new approach is based on the standard of lighting available (lux levels) and does not differentiate between the various lighting systems installed.						
Fee Guidelines:						
50 Lux - Base Rate						
100 Lux = 50 Lux + 10%						
150 Lux = 100 Lux + 10%						
200 Lux = 100 Lux + 20%						
300 Lux = 200 Lux + 75%						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Room Hire						
Counselling Room						
Commercial Casual	Half Day	Full	Taxable	20.00	20.00	
Commercial Regular	Half Day	Full	Taxable	15.00	15.00	
Community Casual	Half Day	Full	Taxable	7.00	7.00	
Community Regular	Half Day	Full	Taxable	5.00	5.00	
Main Hall						
Commercial Casual/Private Function	Per Hour	Full	Taxable	65.00	65.00	
Commercial Regular	Per Hour	Full	Taxable	50.00	50.00	
Community Casual	Per Hour	Full	Taxable	40.00	40.00	
Community Regular	Per Hour	Full	Taxable	30.00	30.00	
Activity Room						
Commercial Casual/Private Function	Per Hour	Full	Taxable	51.00	51.00	
Commercial Regular	Per Hour	Full	Taxable	46.00	46.00	
Community Casual	Per Hour	Full	Taxable	34.00	34.00	
Community Regular	Per Hour	Full	Taxable	28.50	28.50	
Kitchen						
Commercial Casual/Private Function	Per Hour	Full	Taxable	31.00	31.00	
Commercial Regular	Per Hour	Full	Taxable	25.00	25.00	
Community Casual	Per Hour	Full	Taxable	18.50	18.50	
Community Regular	Per Hour	Full	Taxable	15.00	15.00	
Meeting/Training Room						
Commercial Casual/Private Function	Per Hour	Full	Taxable	24.00	24.00	
Commercial Regular	Per Hour	Full	Taxable	20.00	20.00	
Community Casual	Per Hour	Full	Taxable	15.00	15.00	
Community Regular	Per Hour	Full	Taxable	12.00	12.00	
Computer Room						
Commercial Casual	Per Hour	Full	Taxable	36.00	36.00	
Commercial Regular	Per Hour	Full	Taxable	33.00	33.00	
Community Casual	Per Hour	Full	Taxable	21.50	21.50	
Community Regular	Per Hour	Full	Taxable	18.50	18.50	
Vehicle Hire						
Bus per kilometre travelled (includes cost for fuel)	Per Km	Full	Taxable	1.64	1.64	
Transit Van per kilometre travelled (includes cost for fuel)	Per Km	Full	Taxable	0.99	0.99	
Room or bus cleaning	As required	Full	Taxable	160.00	160.00	
Other Charges						
<u>Bonds & Call Out fees</u>						
Bond for Room Hire	Per hire	Full	Exempt unless	250.00	250.00	
Bond for Vehicle Hire	Per hire	Full	Exempt unless	250.00	250.00	
Key bond	Per hire	Full	Exempt unless	50.00	50.00	
Call out required due to unarmed alarm	Per Call out	Full	Taxable	150.00	150.00	
After Hours Security Call Out	As required	Full	Taxable	160.00	160.00	
Hire Cancellation fee	Per Booking	Full	Taxable	35.00	35.00	
<u>Programs</u>						
Performance and Drama Skills Note: There is a concession discount term - \$15.00	Per term	Full	Taxable	30.00	30.00	
Young Womens Program Note: There is a concession discount term - \$10.00.	Per Person	Full	Taxable	25.00	25.00	
Young Men's Program	Per Person	Full	Taxable			
Game Club	Per Person	Full	Taxable	2.00	2.00	
Music Program	Per Person	Full	Taxable			
Art Program	Per Person	Full	Taxable	25.00	25.00	
Cooking Program	Per Person	Full	Taxable	25.00	25.00	
Boxing (first class free)	Per Session	Full	Taxable			
Boxing -After First Class	Per Session	Full	Taxable	6.00	6.00	
Boxing-Two sessions within the same week	Per Session	Full	Taxable	10.00	10.00	
Barista Skills (2 half day sessions)	Per Person	Full		10.00	10.00	
School Holiday Program Note: There is a concession discount for SHP Concession price \$12.00.	Per Person	Full	Taxable	24.00	24.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Book Club - one set of books for one month	Per Book Set	Partial	Taxable	25.00	25.00	
Notice Processing Fee for overdue or lost items	Per notice	Partial	Taxable	5.50	5.50	
Lost items - replacement cost	Per Item	Full	Taxable	Item Cost	Item Cost	
Book Sale Items	Item	Partial	Taxable	Cost Determined	3 for \$1.00	
Printing & Copying						
Printing & Photocopying - A4 sheet	Per Page	Partial	Taxable	0.50	0.50	
- A3 sheet	Per Page	Partial	Taxable	1.00	1.00	
- A4 colour	Per Page	Partial	Taxable	2.20	2.20	
- A3 colour	Per Page	Partial	Taxable	3.30	3.30	
Photocopied Articles from SLWA	Per Request	Full	Taxable	Item Cost	Item Cost	
Laminating						
A4 sheet	Per Sheet	Full	Taxable	2.60	2.60	
A3 sheet	Per Sheet	Full	Taxable	4.60	4.60	
Pouch/Credit Card size (business cards etc)	Per Pouch	Full	Taxable	1.00	1.00	
Binding						
6mm/25 sheets (documents, resumes etc)	Per Document	Full	Taxable	4.50	4.50	
8mm/45 sheets (documents, resumes etc)	Per Document	Full	Taxable	6.50	6.50	
19mm/45 sheets (documents, resumes etc)	Per Document	Full	Taxable	8.50	8.50	
<i>All binding includes binding strip, plastic cover and backing paper</i>						
Replacement of Membership Card	Per Card	Full	Taxable	6.00	6.00	
Library Bag	Per Bag	Full	Taxable	2.50	2.50	
Events						
Events - Guest Speakers	Per Event	Partial	Taxable	Cost Determined	Cost Determined	
Programs						
Made by Me	Per Workshop	Partial	Taxable	5.00	5.00	
Workshops	Per Workshop	Partial	Taxable	Cost determined	Cost determined	
Bond						
Bonds (GST free unless forfeited)						
Bond for Room Hire	Per hire	Full	Exempt unless forfeited	250.00	-	New Fee
Keys per set	Per Set	Partial	Exempt unless forfeited	50.00	50.00	
Other Charges						
Alarm Call Out Fee per incident	Per Incident	Full	Taxable	150.00	150.00	
Alcohol Consumption Permit	One Off	Reference	Exempt	35.00	-	New Fee
Alcohol Consumption Permit	Annual	Reference	Exempt	110.00	-	New Fee
Falcon Community Rooms						
FabLab - Computer Training Room						
Commercial Casual/Private Function-Falcon Community Rooms	Per Hour	Partial	Taxable	62.00	62.00	
Commercial Regular	Per Hour	Partial	Taxable	57.00	57.00	
Community Casual	Per Hour	Partial	Taxable	37.00	37.00	
Community Regular	Per Hour	Partial	Taxable	31.00	31.00	
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	
Community Regular	Per Hour	Partial	Taxable	13.00	13.00	
Large Undivided Room						
Type C Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	38.00	38.00	
Commercial Regular	Per Hour	Partial	Taxable	30.00	30.00	
Community Casual	Per Hour	Partial	Taxable	22.00	22.00	
Community Regular	Per Hour	Partial	Taxable	17.00	17.00	
Lakeland Library Community Rooms						
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	
Community Regular	Per Hour	Partial	Taxable	13.00	13.00	
Large Undivided Room						
Type C Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	38.00	38.00	
Commercial Regular	Per Hour	Partial	Taxable	30.00	30.00	
Community Casual	Per Hour	Partial	Taxable	22.00	22.00	
Community Regular	Per Hour	Partial	Taxable	17.00	17.00	
Mandurah Library Meeting Room						
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	
Community Regular	Per Hour	Partial	Taxable	13.00	13.00	
MUSEUM						
Local Studies						
A4 photographic print. <i>inc. Research, staff time, delivery to printer but not cost of printing</i>	Each	Full	Exempt	17.50	17.50	
A3 photographic print <i>inc. Research, staff time, delivery to printer but not cost of printing</i>	Each	Full	Exempt	47.50	47.50	
Digital Photograh	Each	Full	Taxable	50.00	50.00	
Sale of books & other items	Each	Full	Taxable	Cost Determined	Cost Determined	
Museum Local Studies Room or Old Schoolroom						
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Studio Residency Program						
Studio Residency Program -Three month Licence	Per three months	Full	Taxable	137.40	137.40	
Exhibition & Gallery Workshop Program		Full				
General EOI Exhibition	Per Week	Full	Taxable	163.36	163.36	
Community Workshops in Gallery Space	Per 4 hour hire	Full	Taxable	34.71	34.71	
Commercial Workshops in Gallery Space	Per 4 hour hire	Full	Taxable	69.01	69.01	
Workshop Facilitation Program						
Administration fee	First booking only	Full	Taxable	45.00	-	New Fee
Community Workshops in Workshops Space	Per 4 hour hire	Full	Taxable	20.01	20.01	
Commercial Workshops in Workshops Space	Per 4 hour hire	Full	Taxable	46.76	46.76	
Bonds & Other Fees						
Lost key replacement	Only if lost	Full	Exempt unless forfeited	50.00	50.00	
Private function/casual booking [Wothout Alcohol]	Pey Hire	Full	Exempt unless forfeited	250.00	250.00	
Private function/casual booking [With Alcohol]	Pey Hire	Full	Exempt unless forfeited	500.00	500.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
GENERAL FEES AND CHARGES						
Annual Membership Fee (1 October - 30 September)	Per Year	Reference	Taxable	50.00	50.00	
Pro Rata membership fee per quarter	One Off	Reference	Taxable	12.50	12.50	
Pro rata membership 6 months	One Off	Reference	Taxable	25.00	25.00	
Pro rata membership 9 months	One Off	Reference	Taxable	37.50	37.50	
Visiting Membership Fee (temporary three months)	One Off	Reference	Taxable	25.00	25.00	
Couples Membership (2 pax)	One Off	Reference	Taxable	90.00	90.00	
Amenities Fee - Non Members (<i>per visit</i>)	One Off	Reference	Taxable	5.00	5.00	
Centre Bus	One Off	Partial	Exempt	2.00	2.00	
Concert - Members	One Off	Partial	Taxable	Artist cost determine	Artist cost determine	
Concert - Non Members	One Off	Partial	Taxable	Artist Cost determine + \$5 Amenities	Artist Cost determine + \$5 Amenities	
DINING ROOM						
Meals	One Off	Full	Taxable	10.00	10.00	
Meals - non-members	One Off	Full	Taxable	15.00	15.00	
Meals - Takeaway	One Off	Full	Taxable	8.00	8.00	
Café - Food & Beverages	Market Rate	Full	Taxable	Market Rate	Market Rate	
BONDS						
Swipe Card -(per set)	One Off	Full	Exempt unless forfeited	50.00	50.00	
Private Function/Casual Booking (without Alcohol)	One Off	Full	Exempt unless forfeited	250.00	250.00	
Private Function/Casual Booking (with Alcohol)	One Off	Full	Exempt unless forfeited	\$500-\$2,000	\$500-\$2,000	
OTHER FEES						
Weekend Surcharge per booking (Type A1)	One Off	Full	Taxable	90.00	90.00	
Alcohol Consumption Permit	One Off	Reference	Exempt	35.00	35.00	
Alcohol Consumption Permit	Annual	Reference	Exempt	110.00	110.00	
Alarm Call Out Fee (per incident)	One Off	Full	Taxable	170.00	170.00	
Cancellation Fee	One Off		Taxable	10% of calculated hire cost	10% of calculated hire cost	
Late Booking Fee	One Off		Taxable	30.00	30.00	
	Per hire	Reference	Taxable	Cost Deremined by item and set-up	Cost Deremined by item and set-up	
AV Equipment : AV & lighting available in various hire spaces. Additional costs to room hire All rooms standard provision of single microphone only Any additional AV requirements dependent on availability & requirements All rooms standard provision of single microphone only						
MAIN HALL						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	62.00	62.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	42.00	42.00	
CommunityCasual	Per Hour	Reference	Taxable	35.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	25.00	-	New Fee
DINING ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	55.00	55.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	39.00	39.00	
CommunityCasual	Per Hour	Reference	Taxable	33.00	-	
Community Regular	Per Hour	Reference	Taxable	24.00	-	
CRAFT ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	55.00	55.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	39.00	39.00	
CommunityCasual	Per Hour	Reference	Taxable	28.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	22.00	-	New Fee
GAMES ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	27.00	27.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	18.00	18.00	
CommunityCasual	Per Hour	Reference	Taxable	14.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	12.00	-	New Fee
MEETING ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	33.00	33.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	28.00	28.00	
CommunityCasual	Per Hour	Reference	Taxable	22.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	19.00	-	New Fee
COFFEE LOUNGE						
Bar/Cafe area	Per Day	Reference	Taxable	20.00	20.00	
Coffee Lounge	Per Day	Reference	Taxable	30.00	-	New Fee

Detail	Condition	Fee Basis	GST Status	2019/2020 Fee/Charge \$	2018/2019 Fee/Charge \$	Increase vs 2018/2019 %
MANDURAH CRAB FEST						
FOOD VENDORS						
Gourmet Food Vendor (marquee, wash up facilities, water and electricity inc) <u>PLEASE NOTE THAT THIS COST DOES NOT INCLUDE GAS</u>	Per Event	Reference	Taxable	1,855.00	1,855.00	
Mobile Food Van 6m x 3m (site only)	Per Event	Reference	Exempt	892.00	892.00	
Wine Vendors 3m x 3m (marquee inc)	Per Event	Reference	Taxable	1,495.00	1,495.00	
Continental Food stalls 3m x 3m (marquee inc)	Per Event	Reference	Taxable	1,050.00	1,050.00	
Continental Food stalls 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,340.00	1,340.00	
Crab Sales 9m x 3m (marquee inc)	Per Event	Reference	Taxable	1,140.00	1,140.00	
Crab Sales 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,035.00	1,035.00	
Bond - Gourmet, Continental	Per Event	Full	Exempt	500.00	500.00	
Bond - Mobile Food Van, wine vendor, crab sales	Per Event	Full	Exempt	300.00	300.00	
MARKET STALLS						
Market - Site Location - Eastern Foreshore 3m x 3m (marquee inc)	Per Event	Reference	Taxable	900.00	900.00	
Market - Site Location - Eastern Foreshore 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,100.00	1,100.00	
Market - Site Location - Eastern Foreshore Size - other		Reference		Market price	N/A	
Market - Site Location - Mandurah Tce 3m x 3m (marquee inc)	Per Event	Reference	Taxable	800.00	800.00	
Market - Site Location - Mandurah Tce 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,000.00	1,000.00	
Market - Site Location - Mandjar Square 3m x 3m (site only)	Per Event	Reference	Exempt	255.00	255.00	
Market - Site Location - Mandjar Square 6m x 3m (site only)	Per Event	Reference	Exempt	460.00	460.00	
Market - Site Location - Mandjar Square other (site only)	Per Event	Reference	Exempt	Market price	N/A	
Market - Marquee Charge - Eastern Foreshore & Mandurah Tce & Mandjar Square - Corner Stall extra - (site only)	Per Event	Reference	Exempt	154.00	154.00	
Market - Site Location - Administration Bay 3m x 3m - (site only)	Per Event	Reference	Exempt	255.00	255.00	
Market - Site Location - Administration Bay 6m x 3m - (site only)	Per Event	Reference	Exempt	360.00	360.00	
Market - Surcharge, Admin Bay - Corner stall extra -(site only)	Per Event	Reference	Exempt	26.00	26.00	
Bond - Marquee provided by City	Per Event	Full	Exempt	500.00	500.00	
Bond - Stall holder provide own marquee	Per Event	Full	Exempt	200.00	200.00	
POWER CHARGES						
1 x 10amp - first lead	Per Unit	Full	Taxable	60.00	60.00	
1 x 10amp - additional leads	Per Unit	Full	Taxable	30.00	30.00	
1 x 15amp - first lead	Per Unit	Full	Taxable	80.00	80.00	
1 x 15amp - additional leads	Per Unit	Full	Taxable	40.00	40.00	
3 phase lead - first lead	Per Unit	Full	Taxable	140.00	140.00	
3 phase lead - additional lead	Per Unit	Full	Taxable	70.00	70.00	
Early generator turn on fee - fuel surcharge - per hour	per hour	Full	Taxable	25.00	25.00	
Additional power cord onsite - per cords	Per Unit	Full	Taxable	100.00	100.00	
EQUIPMENT CHARGES						
1.8m Trestle Table	Per Unit	Full	Taxable	25.00	25.00	
Chair	Per Unit	Full	Taxable	6.00	6.00	
Display Board	Per Unit	Full	Taxable	50.00	50.00	
Damage equipment	Per Unit	Full	Taxable	At Cost	At Cost	
Lost equipment charge	Per Unit	Full	Taxable	At Cost	At Cost	
DAMAGE CHARGES						
Rubbish Removal Fee	Per Event	Reference	Taxable	155.00	155.00	
Oil and drum removal fee	Per Event	Reference	Taxable	205.00	205.00	
Oil fine - inappropriate oil disposal	Per Event	Reference	Taxable	1,540.00	1,540.00	
Hand Basin clean fee	Per Event	Full	Taxable	90.00	90.00	
Site clean up fee	Per Event	Reference	Taxable	255.00	255.00	
Cancellation Fee (2 months prior to event)	Per Event	Reference	Taxable	150.00	150.00	
MANDURAH CHILDRENS FESTIVAL						
Mobile food vendor 6m x 3m (site only)	Per Event	Reference	Exempt	405.00	405.00	
Market stall holder 3m x 3m (marquee inc)	Per Event	Reference	Taxable	330.00	330.00	
Market stall holder 6m x 3m (marquee inc)	Per Event	Reference	Taxable	645.00	645.00	
Market stall holder Corner Stall surcharge (site only)	Per Event	Reference	Exempt	103.00	103.00	
Commercial Stall/Activation - other	Per Event	Reference		Market price	N/A	
Bond - mobile food vendor & market stall holder	Per Event	Full	Exempt	200.00	200.00	
Bond - community group stall	Per Event	Full	Exempt	100.00	100.00	
COM stall holder (marquee inc)	Per Event	Reference	Taxable	at cost	at cost	
Mandjar Market stall holder fee (site only)	Per Event	Reference	Exempt	25.00	25.00	
1 x 10amp - first lead	Per Unit	Full	Taxable	60.00	60.00	
1 x 10amp - additional leads	Per Unit	Full	Taxable	30.00	30.00	
1 x 15amp - first lead	Per Unit	Full	Taxable	80.00	80.00	
1 x 15amp - additional leads	Per Unit	Full	Taxable	40.00	40.00	
1.8m Trestle Table	Per Unit	Full	Taxable	Market price	25.00	
Chairs	Per Unit	Full	Taxable	Market price	6.00	
Display Board	Per Unit	Full	Taxable	Market price	50.00	
MANDURAH COMMUNITY CHRISTMAS PAGEANT						
Christmas business promotion - decorated item	Per Unit	Full	Taxable	Market price	Market price	
Christmas business promotion - non - decorated item	Per Unit	Full	Taxable	Market price	Market price	
Mandjar Markets site fees (site only)	Per Event	Reference	Exempt	25.00	25.00	
COM stall holder (marquee inc)	Per Event	Reference	Taxable	at cost	at cost	
NEW YEARS EVE						
COM stall holder (marquee inc)	Per Event	Reference	Taxable	at cost	at cost	
Mobile food vendor 6m x 3m (site only)	Per Event	Reference	Exempt	370.00	370.00	
Bond - mobile food vendor	Per Event	Full	Exempt	200.00	200.00	
1.8m Trestle Table	Per Unit	Full	Taxable	Market price	25.00	
Chairs	Per Unit	Full	Taxable	Market price	6.00	
Display Board	Per Unit	Full	Taxable	Market price	50.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Pens						
All Recreational Pens - Fees per annum (per meter)	Per metre (Pen length)	Reference	Taxable	479.00	479.00	
All Commercial Pens - Fees per annum (per meter)	Per metre (Pen length)	Reference	Taxable	431.00	431.00	
Mini Marina - South Harbour - Fees per annum (per meter)	Per Month	Reference	Taxable	239.50	239.50	
Other Rental Options						
6 months - 60% of annual fee	Half Yealy	Reference	Taxable	60%	60%	
3 months - 40% of annual fee	Quartely	Reference	Taxable	40%	40%	
1 month - 15% of annual fee	Monthly	Reference	Taxable	15%	15%	
1 week - 6.5% of annual fee	Weekly	Reference	Taxable	7%	7%	
1 day - 1% of annual fee	Daily	Reference	Taxable	1%	1%	
Security Keys						
Key ring type key- Charge	Per Item	Full	Taxable	25.00	25.00	
Notes :-						
<i>All marina pens charged by length of pen not length of vessel</i>						
Public Marina						
<i>Fees include power & water consumption for private use</i>						
<i>Purchase of electronic access key required</i>						
<i>All fees require payment in advance</i>						
Mini Marina						
<i>Mini Marina - 50% of Recreational Pen Fees</i>						
<i>Does not include security, water or electricity</i>						
Notes:-						
<i>Does not include power, water or security</i>						
<i>Commercial vessels only</i>						
<i>Fees payable in advance</i>						
Other Mooring & Jetty Fees						
Mary Street Lagoon Mooring Pens						
Fees per annum (per sq metre)	Per m2	Reference	Taxable	41.00	41.00	
Other Rental Options						
6 months - 60% of annual fee	Per m2	Reference	Taxable	60%	60%	
3 months - 40% of annual fee	Per m2	Reference	Taxable	40%	40%	
1 month - 15% of annual fee	Per m2	Reference	Taxable	15%	15%	
Notes:-						
Administration Fee - per Refund Request						
Administration Fee - Sub Licencing Credit (per financial year)						
Chalets						
Standard Rate (per night)						
Studio (max 2 people) per night (1 Queen bed or 2 singles)	Per night	Reference	Taxable	120.00	117.00	2.6%
Spa Chalet (max 2 people) per night (1 Queen bed)	Per night	Reference	Taxable	170.00	165.00	3.0%
Family Chalet (max 4 people) per night (1 Queen & 2 single beds)	Per night	Reference	Taxable	180.00	175.00	2.9%
Couples Chalet(2 bedroom - max 4 people) per night (2 Queen beds)	Per night	Reference	Taxable	180.00	175.00	2.9%
Special Needs (2 bedroom - max 4 people) per night (4 Single beds)	Per night	Reference	Taxable	180.00	175.00	2.9%
Chalets						
Peak/Holiday Rate (per night) applies to:						
Australia Day, Labour Day, Crab Fest, Easter, Anzac Day, WA Day, School Holidays, Queens Birthday,Christmas / New Year 21/12/20 - 04/01/21						
Studio (max 2 people) per night (1 Queen bed or 2 singles)*	Per Night	Reference	Taxable	120-300	120.00	New Fee
Spa Chalet (max 2 people) per night (1 Queen bed)*	Per Night	Reference	Taxable	170-400	170.00	New Fee
Family Chalet (max 4 people) per night (1 Queen & 2 single beds)*	Per Night	Reference	Taxable	180-400	185.00	New Fee
Couples Chalet(2 bedroom - max 4 people) per night (2 Queen beds)*	Per Night	Reference	Taxable	180-400	185.00	New Fee
Special Needs (2 bedroom - max 4 people) per night (4 Single beds)*	Per Night	Reference	Taxable	180-400	185.00	New Fee
* Price charged within the range based on peak and off-peak demand for accommodation as determined by management.						
Other Offers						
Winter Breaks:						
Stay three nights get the fourth night free during	Minimum Periods Apply to:					
May, June, July, August & September	Long Weekends (3 night minimum)					
Seniors Discount (Australian Card Holders)	Easter (3 night minimum Thursday - Monday)					
10%- not available with any other offer	Christmas January School Holidays - applies 23/12/16 - 15/01/17 (4 night minimum)					
Other Charges						
Replacement Linen	Per Item	Reference	Taxable	Depends on Item	Depends on Item	
Linen replaced on request - fee applies depending on items replaced						
Chalet clean after 7 day stay - no charge						
Washing Machine or Dryer	Per each use	Reference	Taxable	4.00	4.00	
Promotional Activities - Marketing Activities	Per Night	Reference	Taxable	0-30%	-	
Please Note:						
Additional guests in a chalet can not be accommodated. Sorry no rollaways, areobed, swags or mattresses on floor allowed.						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Tree Removal and Replacement						
Removal of tree (up to 5m) plus supply and installation of 45 litre container size replacement tree	Per Tree	Full	Taxable	577.50	577.50	
Removal of tree (5m - 10m) plus supply and installation of 100 litre container size replacement tree	Per Tree	Full	Taxable	990.00	990.00	
Removal of tree (10m - 15m) plus supply and installation of 200 litre container size replacement tree	Per Tree	Full	Taxable	1,760.00	1,760.00	
Removal of tree (15m and over) plus supply and installation of 200 litre container size replacement tree	Per Tree	Full	Taxable	4,180.00	4,180.00	
Other Charges						
Additional Culvert Pipes	Per Pipe Length	Full	Taxable	154.00	154.00	
Delivery additional pipes	Per Pipe Length	Full	Taxable	50.00	50.00	
Extractive Industry License	Per Application	Statutory	Exempt	200.00	200.00	
Supervision Fee with consultant	Per Project	Full	Exempt	1.5% of Roadworks, Drainage & Earthworks Costs	1.5% of Roadworks, Drainage & Earthworks Costs	
Supervision Fee without consultant	Per Project	Full	Exempt	3.0% of Roadworks, Drainage & Earthworks Costs	3.0% of Roadworks, Drainage & Earthworks Costs	
Performance Bond	Per Stage			20,000.00	0.00	
Outstanding Works Bond	Per Stage			125% of the cost of the outstanding works	125% of the cost of the outstanding works	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
HOUSEHOLD WASTE SERVICES						
<i>An annual charge per mobile garbage bin (MGB) pursuant to Section 67 of the Waste Avoidance & Resource Recovery Act 2007 (WARR) is levied for a waste service provided by the City against all owners of property (including strata titled premises) within the municipality where a habitable dwelling/building is erected.</i>						
Standard Waste Service includes	Per Service	Statutory	Exempt	273.00	273.00	
Supply and weekly collection of 240 L mobile garbage bin (MGB) Supply and fortnightly collection of 240 L mobile recycling bin (MRB) One junk & metals verge pick up Two green waste verge pick ups Two green waste and two general waste vouchers allowing free access to the Waste Management Centre Walk in collection service provided at no additional cost to eligible residents						
Additional Rubbish Only Service <i>the supply & weekly collection of 1 additional 240 L MGB (bin will be stickered accordingly)</i>	Per Service	Full	Exempt	114.00	114.00	
Additional Recycling Only Service <i>the supply & weekly collection of 1 additional 240 L MRB (bin will be stickered accordingly)</i>	Per Service	Full	Exempt	109.00	109.00	
OTHER WASTE SERVICES						
Commercial Local Government Waste Service <i>An annual charge per waste receptacle pursuant to Section 67 of the Waste Avoidance & Resource recovery Act 2007 (WARR) is levied for a waste service provided by the City.</i>						
Rubbish Only Waste Service includes: supply and weekly collection of one 240 L MGB	Per Service	Full	Exempt	109.00	109.00	
Recycling Only Waste Service includes: supply and fortnightly collection of one 240 L MRB	Per Service	Full	Exempt	106.00	106.00	
Bulk Rubbish Only Waste Service (660 L) includes: supply of 1 x 660 L MGB; and the weekly collection of 1 x 660 L MGB	Per Service	Full	Exempt	1,425.00	1,425.00	
Bulk Rubbish Only Waste Service (1100 L) includes: supply of 1 x 1100 L MGB; and the weekly collection of 1 x 1100 L MGB	Per Service	Full	Exempt	1,735.00	1,735.00	
Bulk Recycling Only Waste Service (660 L) includes: supply of 1 x 660 L MRB; and the weekly collection of 1 x 660 L MRB	Per Service	Full	Exempt	1,225.00	1,225.00	
Bulk Recycling Only Waste Service (1100 L) includes: supply of 1 x 1100 L MRB; and the weekly collection of 1 x 1100 L MRB	Per Service	Full	Exempt	1,425.00	1,425.00	
Ad-Hoc Local Government Waste Collections <i>A per service charge for ad-hoc local government waste collection is charged pursuant to section 6.16 of the Local Government Act 1995 for the once off ad-hoc collection of:</i>						
1 x 240 L MGB	Per Service	Full	Exempt	11.00	11.00	
1 x 660 L MGB	Per Service	Full	Exempt	23.00	23.00	
1 x 1100 L MGB	Per Service	Full	Exempt	30.00	30.00	
1 x 240 L MRB	Per Service	Full	Exempt	10.00	10.00	
1 x 660 L MRB	Per Service	Full	Exempt	20.00	20.00	
1 x 1100 L MRB	Per Service	Full	Exempt	24.00	24.00	
Weekly bin hire 660 L MGB	Per Service	Full	Taxable	5.00	5.00	
Weekly bin hire 1100 L MGB	Per Service	Full	Taxable	5.00	5.00	
WASTE MANAGEMENT CENTRE						
Waste Vouchers <i>Ratepayers and residents of the City of Mandurah are entitled to Free Entry with a current valid waste voucher to dispose of up to 1m³ of green waste or general waste from a Car, Utility, Van or Trailer. Vouchers are only issued to properties that pay the waste service charge.</i> Green Waste Voucher - equivalent value of \$19.00 General Waste Voucher - equivalent value of \$50.00						
Commercial Loads						
All trucks (regardless of size) will be weighed and charged on a per tonne basis						
Minimum charge for Commercial Loads on Weighbridge						
General Waste	per item	Full	Taxable	50.00	50.00	
Green Waste	per item	Full	Taxable	36.00	36.00	
Inert Waste	per item			30.00	30.00	
General Waste (non-metropolitan) per tonne	per tonne	Full	Taxable	148.00	148.00	
General Waste (metropolitan) per tonne (Landfill Levy applies)	per tonne	Full	Taxable	148.00 plus applicable landfill levy	148.00 plus applicable landfill levy	
Green Waste (No weeds, grass or soil)						
Truck - per tonne	per tonne	Full	Taxable	90.00	90.00	
Utilities & Trailers - up to 1 m ³	per m ³	Full	Taxable	18.50	18.50	
- 1.0 - 2.0 m ³	per m ³	Full	Taxable	37.00	37.00	
- > 2.0 m ³	per m ³	Full	Taxable	55.00	55.00	
Large Logs/Tree Trucks						
Trucks - per tonne	per tonne	Full	Taxable	103.00	103.00	
Inert (Construction & Demolition) Waste - per tonne	per tonne	Full	Taxable	72.00	72.00	
Recyclable Scrap Steel (no contamination) per tonne	per tonne	Full	Taxable	No Charge	No Charge	
Asbestos material - per tonne (maximum 2 tonnes)	per tonne	Full	Taxable	200.00	200.00	
Cardboard/General Recyclables (per m ³)	per m ³	Full	Taxable	12.50	12.50	
CFLs/Fluorescent Tubes (per kg)	per Kg	Full	Taxable	5.60	5.60	
E-waste (per kg)	per Kg	Full	Taxable	0.87	0.87	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Mattresses (per item)	per Kg	Full	Taxable	28.50	28.50	
Entry When Weighbridge Not In Use - Heavy Vehicles				\$ per Vehicle Wheel	\$ per Vehicle Wheel	
Types of Waste						
General Waste		Full	Taxable	56.00	56.00	
Green Waste		Full	Taxable	28.00	28.00	
Inert Waste		Full	Taxable	20.50	20.50	
Residential - Utilities and Trailers						
Car Sedan Green Waste Only (Up to 0.5 m ³)	per m ³	Full	Taxable	11.50	11.50	
Utility/Trailer - Clean Green Waste (no contamination)						
- Up to 1 m ³	per m ³	Full	Taxable	1 valid green waste voucher or 19.00	18.50	
- 1.0 - 2.0 m ³	per m ³	Full	Taxable	37.00	37.00	
- > 2.0 m ³	per m ³	Full	Taxable	55.00	55.00	
in excess of 2 m ³ charge will be required to go over the weighbridge						
Car Sedan General Waste Only (up to 0.5 m ³)		Full	Taxable	24.00	24.00	
Utility/Trailer - General Waste	per m ³					
- Up to 1 m ³	per m ³	Full	Taxable	1 valid general waste voucher or 50.00	Valid voucher or 49.00	
- 1.0 - 2.0 m ³	per m ³	Full	Taxable	78.00	78.00	
- > 2.0 m ³	per m ³	Full	Taxable	120.00	120.00	
in excess of 2 m ³ charge will be required to go over the weighbridge						
Car Sedan Inert Waste (bricks, sand, concrete) (up to 0.5 m ³) Only	per m ³	Full	Taxable	14.00		
Utility/Trailer - Inert Waste (bricks, sand, concrete)	per m ³	Full	Taxable	26.50	26.50	
Utility/Trailer - Scrap Metal only (no contamination)	per m ³	Full	Taxable	No charge	No charge	
Recycling Area						
Passenger Tyres - each	Each	Full	Taxable	7.50	7.50	
Passenger Tyres with rims attached - each	Each	Full	Taxable	14.00	14.00	
Truck Tyres - each	Each	Full	Taxable	18.00	18.00	
Truck Tyres with rims attached - each	Each	Full	Taxable	21.00	21.00	
Mattresses - each	Each	Full	Taxable	28.50	28.50	
Asbestos material - per sheet or part thereof	Per Sheet	Full	Taxable	19.00	19.00	
Asbestos - per tonne (maximum 2 tonne)	per m ³	Full	Taxable	200.00	200.00	
Car Bodies - per car	Per Car	Full	Taxable	15.00	15.00	
<i>Car bodies are only accepted where tyres are removed and no rubbish is left on or in car bodies</i>						
Cardboard/General Recyclables (Residents only)		Full	Taxable	No Charge	No Charge	
Household Hazardous Waste (Domestic quantities< 20kg)		Full	Taxable	No Charge	No Charge	
E-waste (domestic quantities only)		Full	Taxable	No Charge	No Charge	
CFLs/Fluorescent Tubes (domestic quantities only)		Full	Taxable	No Charge	No Charge	
Waste Oil (domestic quantities only)		Full	Taxable	No Charge	No Charge	
Paint		Full	Taxable	No Charge	No Charge	
Public Weighbridge						
Weight only - no certification or documentation		Full	Taxable	23.50	23.50	
Weight and full certification		Full	Taxable	32.00	32.00	
TIMS THICKET WASTE FACILITY						
Liquid Waste Standard Rate						
Septage Waste - per cubic metre		Full	Taxable	107.00	107.00	
Grease Trap Waste - per cubic metre		Full	Taxable	117.70	117.70	
Inert Waste - non-metropolitan area (per cubic metre)						
Clean Fill	per m ³	Full	Taxable	12.00	12.00	
Clean Building Fill (Minimal Contamination)	per m ³	Full	Taxable	31.50	31.50	
Contaminated Building Fill (Mixed Loads - requires sorting)	per m ³	Full	Taxable	67.00	67.00	
Non-complying Fill	per m ³	Full	Taxable	183.00	183.00	
Inert Waste - metropolitan area						
(Landfill levy applies \$105.00 per cubic metre from 1 July 2020)						
Clean Fill	per m ³	Full	Taxable	127.50	127.50	
Clean Building Fill (Minimal Contamination)	per m ³	Full	Taxable	147.00	147.00	
Clean Building Fill (Mixed Loads)	per m ³	Full	Taxable	182.50	182.50	
Non-complying Fill	per m ³	Full	Taxable	298.50	298.50	
Waste Licence Application Fee	per application	Statutory	Exempt	20.00	20.00	
Weekend/After Hours Callout Fee (Septage/Inert Landfill)	per call-out	Full	Taxable	260.00	260.00	

Summary
Cashflow Forecast

STLF Check: **OK**

Include Restricted Cash?	No
Include New Term Loan?	Yes
Include New Short Term Loan Facility?	Yes
Rates Collection - Delay (months)	2

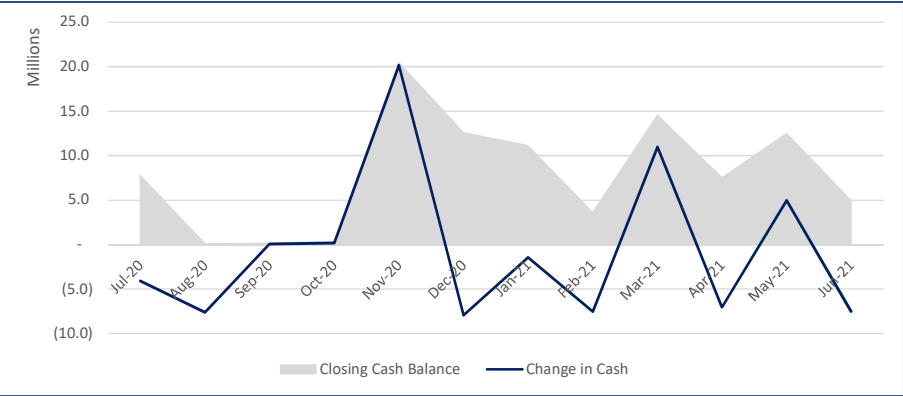
2 Month Delay

New STLF	Include existing debt?	No
	Interest treatment	Monthly Pay
Reduction (%)	Rates Collection	-
	CapEx	-

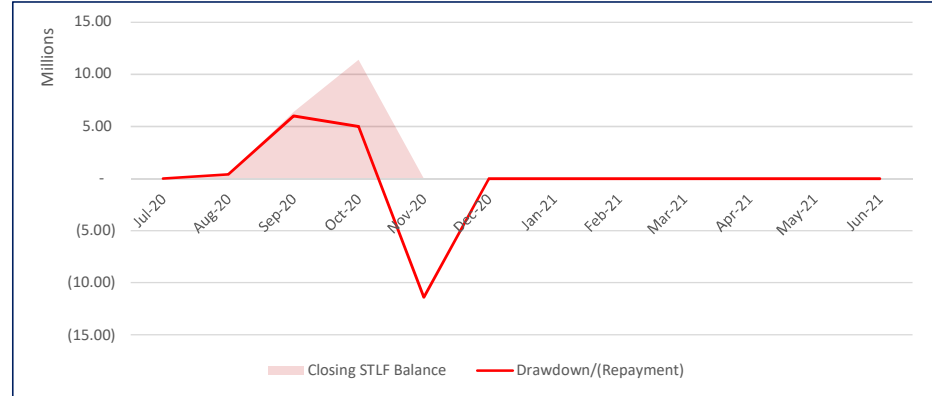
Rates Reduction (enter positive value)
CapEx Reduction (enter positive value)

Charts

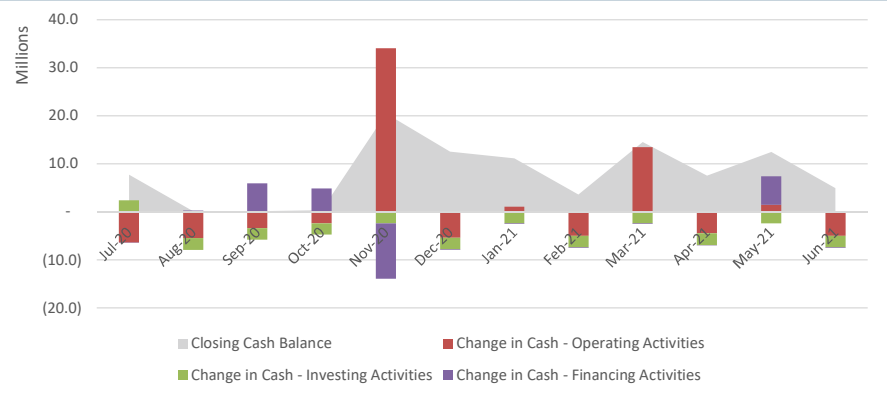
Cash Balance



Short Term Loan Facility



Cash Balance by CF Source



Tables

Cash Balance Summary													
	Total	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Opening Balance		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608
Change in Cash	(6,883,996)	(4,100,016)	(7,634,221)	65,615	163,067	20,161,105	(7,934,221)	(1,434,221)	(7,534,221)	10,965,779	(7,034,221)	4,965,779	(7,534,221)
Closing Cash Balance		7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387

Short Term Loan Facility Summary													
	Total	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Opening STLF Balance		-	-	400,000	6,400,000	11,400,000	-	-	-	-	-	-	-
Drawdown/(Repayment)	-	-	400,000	6,000,000	5,000,000	(11,400,000)	-	-	-	-	-	-	-
Closing STLF Balance		-	400,000	6,400,000	11,400,000	-	-	-	-	-	-	-	-

Cash Balance by CF Type													
	Total	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Opening Cash Balance		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608
Change in Cash - Operating Activities	12,543,479	(6,377,735)	(5,507,162)	(3,407,162)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)
Change in Cash - Investing Activities	(24,165,233)	2,382,277	(2,422,501)	(2,422,501)	(2,322,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)
Change in Cash - Financing Activities	4,737,758	(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	5,895,442	(104,558)
Closing Cash Balance		7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387

Local Government Authority Information

Local Government Authority Name: @ City of Mandurah

Are you applying for Debt relief on WATC loan?
Do you need additional Cash Flow support?

Yes

No

*Select from Dropdown

*Select from Dropdown

Timing

Start Date
Period
End Date

Date
Mth(s)
Date

Forecast

1-Jul-20

12

30-Jun-21

*Select from Dropdown

Starting Cash Balance

Opening Unrestricted Cash Balance
Opening Restricted Cash Balance

\$
\$

11,833,383

34,717,376

as at 01/07/2020

as at 01/07/2020

Financing

New Short Term Loan Facility (STLF)

Total Facility Amount \$ 20,000,000

Facility Start Date Date 01-Jul-20

Interest Rate
Government Guarantee Fee
All-in-Rate

% p.a.
% p.a.
% p.a.

May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
-	-	-	-	-	-	-	-	-	-	-	-	-	-
0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%

*WATC Interest Rates

New Term Loan

Loan Amount \$ 6,000,000

Loan Start Date
Tenor
Loan End Date
Repayment Frequency

Date
Yr(s)
Date
p.a.

01-Jun-21

10Y

31-May-31

Semi-Annually

*Loan is taken out on the last day of the month prior

Interest Rate
Government Guarantee Fee
All-in-Rate

% p.a.
% p.a.
% p.a.

1.45%

0.70%

2.15%

Interest Rate

% p.a.

May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jul-21
1.38%	1.39%	1.40%	1.41%	1.41%	1.40%	1.40%	1.43%	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%

*WATC Interest Rates

Cashflow Timeline

Cashflow Forecast

Please input values for all Yellow background cells from row 14, as required

Month	Mth	May-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Forecast Flag	{0,1}		1	1	1	1	1	1	1	1	1	1	1	1	-	-	-	-	-	-

Cashflows from Operating Activities

Receipts																				
Rates Collections FY21																				
One Payment	\$	2,000,000	3,000,000	21,000,000																
Two Payments	\$			12,000,000				12,000,000												
Four Payments	\$			6,500,000		6,500,000		6,500,000		6,500,000										
Late Rate Collections and Penalties	\$	100,000	100,000	100,000	100,000	100,000	500,000	500,000	1,000,000	500,000	500,000	500,000	500,000	500,000						
Rates Collections FY20																				
Change in Accounts Receivable	\$																			
Operating grants	\$	287,949	287,949	287,949	287,949	287,949	287,949	287,949	287,949	287,949	287,949	287,949	287,949	287,949						
Subsidies	\$																			
Contributions	\$																			
Fees and charges	\$	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690	2,100,690						
Interest received	\$	121,667	121,667	121,667	121,667	121,667	121,667	121,667	121,667	121,667	121,667	121,667	121,667	121,667						
Other Revenue	\$	19,625	19,625	19,625	19,625	19,625	19,625	19,625	19,625	19,625	19,625	19,625	19,625	19,625						
GST received	\$																			
Total Receipts	\$	4,629,930	5,629,930	42,129,930	2,629,930	9,129,930	3,029,930	21,529,930	3,529,930	9,529,930	3,029,930	3,029,930	3,029,930	3,029,930	-	-	-	-	-	-
Payments																				
Enter values as Negatives																				
Employee costs (incl Super & Payroll Taxes)	\$	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)	(4,030,816)						
Materials and contracts	\$	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)	(3,646,100)						
Utility charges	\$	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)	(343,302)						
Insurance	\$	(870,573)																		
Other expenditure	\$	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)	(16,875)						
Change in Accounts Payable	\$																			
GST paid	\$																			
Total Payments	\$	(8,907,665)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	(8,037,092)	-	-	-	-	-	-
Net Cash provided by operating activities (UNADJUSTED)	\$	(4,277,735)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)	(5,007,162)	(5,007,162)	(5,007,162)	-	-	-	-	-	-
Net Cash provided by operating activities (ADJUSTED)	\$	(6,377,735)	(5,507,162)	(3,407,162)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)	(5,007,162)	-	-	-	-	-	-
(Adjusted for rates reduction/delay per settings on Summary tab)																				

Cashflows from Investing Activities

Receipts																				
Drawdown from Restricted Cash Reserves	\$	5,000,000	195,222	195,222	195,222	195,222	195,222	195,222	195,222	195,222	195,222	195,222	195,222	195,222						
Non-operating grants, subsidies and contributions																				
Renewal Grants																				
Property, plant and equipment	\$	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure	\$	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	-	-	-	-	-	-
Improvement Grants																				
Property, plant and equipment	\$	-	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure	\$	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	-	-	-	-	-	-
Proceeds from sale of assets	\$	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	-	-	-	-	-	-
Receipt of payments from self supporting loans	\$	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167						
Total Receipts	\$	6,011,916	1,207,137	1,207,137	1,307,137	1,207,137	1,207,137	1,207,137	1,207,137	1,207,137	1,207,137	1,207,137	1,207,137	1,207,137	-	-	-	-	-	-
Payments																				
Enter values as Negatives																				
Contribution to Restricted Cash reserves	\$	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)	(40,788)						
CapEx																				
Renewal CapEx																				
Property, plant and equipment	\$	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	-	-	-	-	-	-
Infrastructure	\$	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	-	-	-	-	-	-
Improvement CapEx																				
Property, plant and equipment	\$	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	-	-	-	-	-	-
Infrastructure	\$	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	-	-	-	-	-	-
Total Payments	\$	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	(3,629,638)	-	-	-	-	-	-
Net Cash provided by investing activities	\$	2,382,277	(2,422,501)	(2,422,501)	(2,322,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	-	-	-	-	-	-

Cashflows from Financing Activities

Receipts																				
Proceeds from new term loan	\$	-	-	-	-	-	-	-	-	-	-	-	6,000,000	-	-	-	-	-	-	-
Proceeds from working capital	\$	-	400,000	6,000,000	5,000,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts	\$	-	400,000	6,000,000	5,000,000	-	-	-	-	-	-	-	6,000,000	-	-	-	-	-	-	-
Payments																				
Enter values as Negatives																				
Repayment of borrowings	\$	-	-	-	-	(11,400,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Expense (WATC)	\$	-	-	(164)	(2,712)	(4,674)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Expense (Non-WATC loan)	\$	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)						
Total Payments	\$	(104,558)	(104,558)	(104,722)	(107,269)	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	-	-	-	-	-	-

Net Cash provided by financing activities		\$	(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	5,895,442	(104,558)	-	-	-	-	-	-
Cash - Aggregate																				
Unrestricted Cash																				
Opening Unrestricted Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Change in Unrestricted Cash	\$		(4,100,016)	(7,634,221)	65,615	163,067	20,161,105	(7,934,221)	(1,434,221)	(7,534,221)	10,965,779	(7,034,221)	4,965,779	(7,534,221)	-	-	-	-	-	-
Closing Unrestricted Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Restricted Cash																				
Opening Restricted Cash Balance	\$		34,717,376	29,758,164	29,603,729	29,449,295	29,294,861	29,140,426	28,985,992	28,831,558	28,677,123	28,522,689	28,368,255	28,213,820	-	-	-	-	-	-
Change in Restricted Cash	\$		(4,959,213)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	-	-	-	-	-	-
Closing Restricted Cash Balance	\$		34,717,376	29,758,164	29,603,729	29,449,295	29,294,861	29,140,426	28,985,992	28,831,558	28,677,123	28,522,689	28,368,255	28,213,820	-	-	-	-	-	-
Total Cash																				
Include Restricted Cash: {0,1}			No																	
Opening Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Change in Cash	\$		(4,100,016)	(7,634,221)	65,615	163,067	20,161,105	(7,934,221)	(1,434,221)	(7,534,221)	10,965,779	(7,034,221)	4,965,779	(7,534,221)	-	-	-	-	-	-
Closing Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Cash - Breakdown by CF Source																				
Unrestricted Cash																				
Opening Unrestricted Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Change in Unrestricted Cash - Operating Activities	\$		(6,377,735)	(5,507,162)	(3,407,162)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)	-	-	-	-	-	-
Change in Unrestricted Cash - Investing Activities	\$		2,382,277	(2,422,501)	(2,422,501)	(2,322,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	-	-	-	-	-	-
Change in Unrestricted Cash - Financing Activities	\$		(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	5,895,442	(104,558)	-	-	-	-	-	-
Closing Unrestricted Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Total Cash																				
Include Restricted Cash: {0,1}			No																	
Opening Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Change in Cash - Operating Activities	\$		(6,377,735)	(5,507,162)	(3,407,162)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)	-	-	-	-	-	-
Change in Cash - Investing Activities	\$		2,382,277	(2,422,501)	(2,422,501)	(2,322,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	-	-	-	-	-	-
Change in Cash - Financing Activities	\$		(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	5,895,442	(104,558)	-	-	-	-	-	-
Closing Cash Balance	\$		11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-	-
Checks																				

CapEx

Renewal Capex

Property, plant and equipment																
Enter values as Negatives																
Inc.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex PP&E program	\$	(3,951,954)		(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)
Total			(3,951,954)	-	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)

Infrastructure																
Enter values as Negatives																
Incl.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex Infrastructure Program	\$	(5,600,660)		(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)
Total		\$	(5,600,660)	-	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)

Total Renewal Capex

Renewal Capex			Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Property, plant and equipment	\$		(3,951,954)	-	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)
Infrastructure	\$		(5,600,660)	-	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)
Total	\$		(9,552,614)	-	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)	(796,051)

Improvement Capex

Property, plant and equipment																
Enter values as Negatives																
Inc.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex PP&E Project 1	\$	(3,489,011)		(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)
Total		\$	(3,489,011)	-	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)

Infrastructure																
Enter values as Negatives																
Inc.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex Infrastructure Project 1	\$	(30,024,584)		(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)
Total		\$	(30,024,584)	-	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)

Total Improvement Capex

Improvement Capex			Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Property, plant and equipment	\$		(3,489,011)	-	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)
New Infrastructure	\$		(30,024,584)	-	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)
Total	\$		(33,513,595)	-	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)

Grant Funding

Renewal Capex

Property, plant and equipment																
Incl.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex PP&E program	\$	-													
Total			-	-	-	-	-	-	-	-	-	-	-	-	-	-

Infrastructure																
Incl.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex Infrastructure Program	\$	2,167,424		180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619
	Total	\$	2,167,424	-	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619

Total Renewal CapEx Grant Funding

Property, plant and equipment	\$		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
New Infrastructure	\$		2,167,424	-	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619
Total			2,167,424	-	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619

Improvement Capex

Property, plant and equipment																
Incl.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex PP&E Project 1	\$	100,000					100,000								
	Total	\$	100,000	-	-	-	-	100,000	-	-	-	-	-	-	-	-

Infrastructure																
Incl.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex Infrastructure Project 1	\$	8,955,000		746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250
	Total	\$	8,955,000	-	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250

Total Improvement CapEx Grant Funding																
			Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Property, plant and equipment	\$		100,000	-	-	-	-	100,000	-	-	-	-	-	-	-	-
New Infrastructure	\$		8,955,000	-	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250
Total			9,055,000	-	746,250	746,250	746,250	846,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250

Asset Sales

Cash Receipts from Asset Sales																
Inc.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Asset Sales	\$	1,020,562		85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047
Total		\$	1,020,562	-	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047

Short Term Loan Facility (STLF)
Cashflow Forecast

Month	Mth	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Forecast Flag	{0,1}		-	1	1	1	1	1	1	1	1	1	1	1	1	-	-	-	-	-	-

Short Term Loan Facility (STLF)
**Enter drawdowns as positive and paydowns as negative*

Incremental Drawdown	\$			400,000	6,000,000	5,000,000															
Optional Paydown	\$						(11,400,000)														

5	SUBJECT:	Review of Emergency Services Levy Agreement
	DIRECTOR:	Director Corporate Services
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

Disclosure of Interest

N/A

Previous Relevant Documentation

N/A

Background

All Western Australian local governments have been required to collect the ESL on behalf of DFES since 1 July 2003.

The ESL is levied at the same time as rates and other charges and appears on the City's rate notice. The City acts as an agent for DFES, collecting the amount raised and paying this to DFES. The ESL uses the same Gross Rental Value (GRV) as used in the calculation for rates and is multiplied by a rate in the dollar set by DFES each year. The ESL is charged to all property owners in Western Australia.

The City also collects an annual ESL Administrative Fee as determined by the Minister of Emergency Services and Corrective Services for administering the levy on behalf of DFES. This fee is provided as a contribution towards the costs associated with administering the levy. These costs include but are not limited to:

- Maintaining a list of GRVs for properties not subject to normal local government rating
- Calculation and invoicing of annual ESL on the City's rate notice
- Administering ESL concession schemes for pensioners/seniors
- Collection of ESL from ratepayers and subsequent debt collection
- Reconciliation and acquittal of the ESL
- Remitting the ESL to DFES

The City received \$50,610 (ex GST) for the ESL Administrative Fee for the 2019/2020 year.

Comment

The ESL can be remitted to DFES under two options. Option A and option B. The City currently remits under option B.

Option A

Under option A, only payments received by the local government are remitted to DFES on a monthly basis. This option also includes remitting the interest that has accrued on overdue ESL, which includes ESL pensioner rebate claims and ESL deferred interest paid by Office of State Revenue (OSR). The benefit of option A is that a local government only pays DFES the money it physically receives in the month. Therefore, the local government is not out of pocket as it only pays what it receives.

Option B

Under option B, the local government is required to remit the total ESL raised for the year regardless of whether the local government receives the money from the ratepayer. Therefore, the local government has to use its own money to pay DFES until such time as it has been collected which could take many years for some ratepayers. The local government assumes financial responsibility and becomes a liability in the local governments balance sheet.

Penalty interest collected on overdue accounts is able to be retained by the local government.

Option A has advantages when it comes to protecting a local government's cash flow as the ESL is only paid once it has been received by the local government. It is not considered a liability in the local government's balance sheet. The City is only an agent collecting the charge on behalf of the State Government. Under option B, the City is paying DFES the total amount raised during the year regardless of whether it is received and assumes the liability in the balance sheet.

In the current economic climate, it is prudent that the City has sustained cashflow and only pays liabilities that are the local governments (not the State Government's). Prefunding a third party organisation through the payment of uncollected funds does not support prudent financial management. Option B is therefore not favourable to the City and it is recommended that the City terminate the current agreement and revert to option A.

The City will still receive the annual ESL administration fee regardless of which option Council chooses.

Statutory Environment

The ESL is administered in accordance with the requirements of Part 6A of the *Fire and Emergency Services Act 1998* and Regulations.

Policy Implications

N/A

Economic Implications

The City currently has \$258,474 of outstanding ESL in its balance sheet as at 31 May 2020.

The 2019/2020 amount that is collected from ESL by City of Mandurah ratepayers was \$8,051,924 (amount paid DFES).

The total ESL interest received from outstanding ESL is \$22,834 (under option B, the City retains amount).

The total administration fee received by DFES for the City to administer ESL in the 2019/2020 year was \$50,610 (The City receives to administer collection). It is estimated it costs the City \$90,000 to administer collection of the ESL.

The 2019/2020 ESL grant the City received to manage the volunteer fire brigades was \$208,897.

Risk Analysis

The main risk is that the City continues with option B and assumes liability for revenue it has no control over and only acts as an agent for, whilst using its own cashflow to fund payments to DFES, when the City has not received the funds by the ratepayer.

Strategic Implications

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

Organisational Excellence:

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

Conclusion

City officers have reviewed the options available to the City for remittance of the Emergency Services Levy and are recommending Council terminate the agreement for option B and revert to option A.

RECOMMENDATION

That Council:

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

6	SUBJECT:	Asset Capitalisation and Depreciation Policy
	DIRECTOR:	Director Corporate Services
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

City officers are requesting Council to approve the Asset Capitalisation and Depreciation Policy (Policy) which will provide guidance as to when assets will be capitalised and the useful life range for each asset class. The Policy, as detailed in Attachment 6.1, will direct the accounting of assets and this will be reported in the City's Monthly Financial Report, Annual Financial Report, Annual Budget and the Long Term Financial Plan (LTFP).

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

Disclosure of Interest

N/A

Previous Relevant Documentation

N/A

Background

The City holds over \$1 billion in assets on the balance sheet with over \$30 million in depreciation being recognised each year. The City also adds at least \$20 million in new or upgraded assets each year though the capital works programs and developers handing over public infrastructure once their developments are completed.

The City's assets can be broken down into the following categories:

- Land
- Buildings
- Roads, footpaths, kerbs and seals
- Park
- Drainage
- Bridges
- Marina and Waterways
- Plant and Machinery
- Furniture and fittings
- Land improvements

Comment

Australian Accounting Standards Board (AASB) 116: Property, Plant and Equipment covers the recognition, disposal and depreciation of assets. Within this standard, there are elements of the recognition, depreciation and revaluation calculations that the City requires a clear policy.

The Policy sets out the initial measurement for acquisition of an asset with a threshold of \$5,000 in line with the Department of Local Government, Sport and Cultural Industries (DLGSC) guidelines. The Policy also sets out the definitions of classifications of capital works as new, upgrade or renewal.

For depreciation calculations, the useful life of an asset is one of the key components. The Policy sets out ranges for useful lives against component types. City officers will have the discretion within these ranges to assign a useful life after taking into account a range of variables such as condition, location, use and environmental factors.

AASB 13 Fair Value states that assets must be revalued every three to five years. The City currently engages a third party to undertake the valuations, who have the professional qualifications and experience. This engagement is to ensure the information is reliable and provides confidence to the auditors when they are scrutinising and testing the data during the audit process.

Statutory Environment

Regulation 17A of the *Local Government (Financial Management) Regulations 1996 Assets, valuation of for financial reports etc.*

Regulation 17B of the *Local Government (Financial Management) Regulations 1996 CEO to take steps to protect excluded portable and attractive assets*

Policy Implications

N/A

Economic Implications

N/A

Risk Analysis

Incorrect recognition of assets and subsequent depreciation and revaluation methods may affect the City's auditors opinion on the financial statements and may affect the financial ratios displayed in the financial statements.

Strategic Implications

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

Organisational Excellence:

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

Conclusion

City officers have prepared the Asset Capitalisation and Depreciation Policy for Council's consideration. The Policy will enable certainty around the recognition, valuation, depreciation and disposal of the City's assets.

NOTE:

- Refer **Attachment 6.1 Asset Capitalisation and Depreciation Policy**

RECOMMENDATION

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

Asset Capitalisation and Depreciation

POLICY

POL-??? 00

Objective: To provide a framework to ensure the City's financial information is reported to Council with consistent application of Australian Accounting Standards and in compliance with statutory requirements under the *Local Government Act 1995* (the "Act") and *Local Government (Financial Management) Regulations 1996* (the "Regulations").

Statement:

This policy will provide guidance in the development and presentation of the following:

- o Management Reports
- o Annual Financial Report
- o Annual Budget
- o Long Term Financial Plan (LTFP)

The correct recognition of capital expenditure and the subsequent capitalisation, depreciation, revaluation and disposal of assets has a direct impact on the operating financial position of the City.

AASB 116 provides the criteria as to the correct recognition of non-current assets. Expenditure for non-current assets must meet the following criteria:

- It must have a physical substance other than for an intangible asset;
- The City has control over the asset;
- It is probable that future economic benefits or service potential associated with the item will flow to the City;
- The item is not held for sale and it is expected to be used by the City for greater than 12 months;
- The cost of the item can be measured reliably; and
- Its value exceeds the City's capitalisation threshold.

Subsequent Measurement

Expenditure on a capitalised asset subsequent to initial acquisition (i.e. expenditure on an existing asset) is to be either expensed as operating expenditure (maintenance) or capitalised to the asset as capital expenditure.

If the following criteria (1) is met and one of either criteria (2) or (3) applies then it will be considered capital expenditure;

- 1) The value of the works exceeds the capitalisation threshold (unless the works were assumed maintenance in determining the remaining life at initial acquisition);
- 2) The work extends the life of the asset, by a period of greater than 12 months beyond the current useful life;
- 3) The works provide material additional economic benefit or service potential for the asset.

If either the above criteria (1) is not met, or where the above criteria (1) is met but not criteria (2) or (3), then it will be maintenance and considered operating expenditure.

Capitalisation Threshold

The capitalisation threshold value is greater than or equal to \$5,000 (exc GST). This is applicable to all asset classes.

Portable and Attractive Assets

Assets under \$5,000 do not meet the criteria to be capitalised but are defined as portable and attractive are to be properly recorded and monitored. This will include the following:

- Appropriate records for assets should include information to enable identification, management and maintenance of assets;
- Annual process to prevent theft or loss of non-consumable assets that are susceptible to theft or loss due to their portable nature and attractiveness for personal use or resale; and
- Reporting on any discrepancies from the annual process.

Asset Classification - Renewal, Upgrade or New

Expenditure on assets requires a classification of renewal, upgrade or new. These categories impact the financial ratios, LTFP and sustainability measures.

Capital expenditure is classified as renewal when the expenditure is over the capitalisation threshold and is expected to increase the remaining useful life of the original asset.

Capital expenditure is classified as an upgrade when it is expected to increase the economic benefit or service potential of the asset.

A new asset is an asset that has not previously been recognised.

Note: If expenditure relates to replacing a part of an existing asset and the useful life does not increase or there is not an increase in economic benefit or service potential, then the expenditure is classified as maintenance in nature.

Measurement Basis

All assets that qualify for recognition are to be initially measured at cost. However, where an asset is acquired at below or no cost (such as contributed assets), the cost is its fair value at the date of acquisition. If there is no readily available market for the asset then the cost is its current replacement cost.

Where an asset was acquired in a prior financial year and has yet to be recorded in the accounts, the asset is to be brought to account at current replacement cost at the date of recognition. This can be:

- By market value, if there is a readily available market; or
- Using depreciated replacement cost, if there is no readily available market.

Annual Reviews

The following are required to be reviewed for all assets at the end of each financial year to ascertain whether there have been any changes since the last revaluation:

- Replacement costs/unit rates
- Condition/ consumption rating
- Pattern of consumption

- Useful life
- Residual value
- Recoverable amount

Depreciation

The depreciable amount of each component of all non-current assets are to be depreciated on a systematic basis over their useful life using a method that reflects the pattern in which the asset's future economic benefits are expected to be consumed by the City. Consideration is required to be given to ensuring:

- The method used matches the expected pattern of consumption of the asset's future economic benefits;
- Where the asset has a number of different components with varying patterns of consumption, each major component is depreciated separately;
- Depreciation is to be calculated on a systematic basis over the asset's useful life;
- A residual value has been determined to ensure the depreciation is allocated against the depreciable amount; and
- Residual value is reviewed annually in line with the table below.

Asset Class	Components	Years
Roads	Asphalt surface	15-35
	Base course	55-150
	Bitumen seal	10-30
	Brick paved	15-35
	Concrete	50-120
	Earthworks/Formation	>100
	Kerbing	55-100
	Sub-base	55-150
	Unsealed	5-15
	Footpaths Asphalt	20-50
	Footpaths Brick paved	30-60
	Footpaths Concrete	40-80
	Footpaths Gravel/Limestone	5-40
Drainage	Light poles	10-25
	Culverts (RCBCs)	60-100
	Headwalls	50-100
	Pipes (concrete)	60-150
	Pipes (uPVC)	60-100
	Pits and Manholes	50-100
Bridges	Footbridge	60
	Road Bridge	100
Marina & Waterways	Boat Ramps	20
	Canoe Launching Ramp	40

	Fishing Platforms	40
	Fixed Jetties	40
	Floating Jetties	20
	Groynes	50
	Rock Protection	50
	Sea Walls	50
	Swimming Enclosure	20
	Swimming Pontoon	20
	Wharf	40
Parks		
	Fencing and gates	20-35
	Park furniture	10-50
	Playground equipment	8-35
	Light poles	10-25
Buildings		
	Electrical	12-50
	Fit out and fittings	10-65
	Mechanical	3-80
	Roof	15-45
	Structural	30-150
	Substructural	10-90
Furniture & Fittings		5-25
Plant & Equipment		
	Boats	5-15
	Buses	10
	Heavy Plant	5-15
	Light Commercial	4
	Light Passenger	4
	Misc Plant & Equipment	3-20
	Mowers	4-15
	Trailers	10-15
	Trucks	5-20
Land Improvements		25-40

Revaluation

The City's physical assets will be revalued to fair value in accordance with regulation 17A of the *Local Government (Financial Management) Regulations 1996*. The fair value of each asset will be determined in accordance with AASB 13.

Non-Current Assets Held for Sale

Non-current assets that are held for sale are stated at the lower of either:

- Carrying amount; or
- Fair value less costs to sell

Non-current assets held for sale are recognised under AASB 5.

Responsible Directorate: Corporate Services

Reviewer: Manager Financial Services

Creation date: 23 June 2020

Amendments:

Related Documentation:

DRAFT

7	SUBJECT:	Review of Council Policies
	DIRECTOR:	Corporate Services
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

Now that the reviews, including consultation, have been completed, Elected Members are requested to adopt the amendments to the POL-CPM 06 Authority to Execute Documents Policy (refer *Attachment 7.1*) and the POL-GOV 02 Legal Representation for Elected Members, Committee Members and Employees Policy (refer *Attachment 7.2*).

Disclosure of Interest

N/A

Previous Relevant Documentation

• Minute G.12/7/19	23 July 2019	Review of Council Policy Manual Report 2
• Minute G.11/7/18	24 July 2018	Authority to Execute Documents Policy Amendment
• Minute G.17/5/18	22 May 2018	Authority to Execute Documents
• Minute G.35/2/15	24 February 2015	Review of City of Mandurah Policy Manual
• Minute G.57/2/12	28 February 2012	Review of Council Policy Manual
• Minute G.43/12/09	15 December 2009	Review of Council Policy Manual

Background

Authority to Execute Documents Council Policy

The Authority to Execute Documents Council Policy was adopted by Council on 22 May 2018. Prior to that only the CEO and the Corporate Lawyer were formerly authorised (by way of a delegation) to sign or execute documents on behalf of the City. It was noted that there was confusion with staff as to who could execute certain documents. It was also noted that the recommendation from the DLGSC and the Western Australian Local Government Association at the time was that Council policies were the most effective means of providing authorisation and ensuring a consistent approach. It was therefore recommended that a new policy be adopted to set out an authorisation framework, with the objective to enable greater internal efficiency and turn-around times for the execution of documents.

A number of delegations were revoked and specific documents were set out in the Appendix of the Policy with authorisation given to “CEO Only”, “Executive Leadership Team”, “Manager,” “Agent” and/or “Staff” for various documents.

Legal Representation Policy

The Legal Representation Policy is currently based on the DLGSC Model Policy. It has had minor amendments since its adoption in 2009 for greater clarity around definitions and terms. Governance Services has been requested to review the Policy particularly in respect to funding the cost of legal proceedings commenced by Elected Members, Committee Members or Employees. All such proceedings can only be funded if it would be in the good government of the persons of the district, in accordance with the Act. The Policy provides guidance in relation to when, if ever, such proceedings would satisfy this test.

Comment

POL-CPM 06 Authority to Execute Documents Council Policy

The purpose behind the creation of this Policy is still relevant today, however, Governance Services has formulated a more efficient approach to the Policy format that allows Council to provide authorisation for employees to sign documents, in a way that integrates more seamlessly with the other instruments of authorisation already in existence.

As part of the review, it was identified that there are a number of improvements that could be made to the current Policy format, including:

- Ensuring all documents that are required to be executed are covered;
- Providing authorisation and guidance to support the decision making behind a document;
- Outlining the positions who are responsible and authorised to execute documents; and
- Removing duplication, due to some documents listed in the Appendix are already covered by other authorisations.

In order to address the above improvements and reduce the overlap between various instruments being used to authorise the same types of decisions and documents, it is recommended that the following amendments be made to the structure of the Policy:

- Rather than attempting to list all documents which may be signed on behalf of the City, Council can grant a general authorisation to all persons with delegated authority, statutory authority, or implied (otherwise known as acting through) authorisation to execute the documents required by them to perform their functions under those authorisations;
 - o This power is already provided to those persons by virtue of sections 50 and 58 of the *Interpretation Act 1984* (WA), and therefore it makes sense that this concept is reflected in the City's Policy.
 - o However, in relation to officers who only have an implied authorisation, the City recommends that the Policy takes a more restrictive approach, by prescribing that 'acting through' officers are only authorised to execute documents if there is a Council or CEO Policy in place to govern the decision-making processes associated with the document. This will reduce the risks that might otherwise be associated with the broad nature of 'acting through' authorisations.
- Any documents listed in the Appendix, that are otherwise authorised by another process, be removed; and;
- Council or CEO Policies be adopted to govern the decision-making processes and procedures behind all important documents, particularly those which involve:
 - o Discretionary decision-making which affects the rights of individuals;
 - o Long term financial commitments being made on behalf of the City; and
 - o Long term operational commitments being made on behalf of the City

In line with the above recommendations, a thorough review was undertaken of the documents set out in the Appendix, in order to remove those documents which could be executed by officers carrying out their functions under specific authorisations, as provided to them by a delegated authority, statutory authority or under the auspices of a Council or CEO Policy.

Removals

The following table sets out the documents which are recommended for removal, with the associated reasons. In most cases, the authorisation to sign a document has already been addressed by Policies and Delegations, where the City provides authorisation to specific employees for specific functions.

Item #	Document in current Appendix	Reason for Removal
1	Local Laws	This Document is now addressed in clause 5, the clause which specifically deals with the use of the Common Seal.
2	Local Planning Scheme and Amendment Documents	This Document is now addressed in clause 5, the clause which specifically deals with the use of the Common Seal.
3	Any documents requested to have common seal	This Document is now addressed in clause 5, the clause which specifically deals with the use of the Common Seal.
4	Land Transaction document requiring the Common Seal	This Document is now addressed in clause 5, the clause which specifically deals with the use of the Common Seal.
5	State of Commonwealth Funding Agreements	This Document is now addressed in clause 5, the clause which specifically deals with the use of the Common Seal.
6	Power of Attorney	Not needed. The Authority to Execute Documents Policy effectively operates as a Power of Attorney.
7	Incoming Grants and Funding Agreements	Council has a Policy relating to Incoming Sponsorships, which will be reviewed and further developed if required.
8	Ceremonial Certificate	This Document is now addressed in clause 5, the clause which specifically deals with the use of the Common Seal.
9	Memorandum of Understanding of a Strategic Nature	This Document is now addressed in clause 5, the clause which specifically deals with the use of the Common Seal.
10	Contracts (Tenders)	The CEO (only) has delegated authority to accept (or reject) Tenders. Under clause 1.1 the CEO can sign any document needed to carry out the delegated authority.
11	Prosecutions	Most prosecutions can be commenced by an Authorised Officer (Appointed by the CEO) under s 9.24 of the Act. Some require delegated authority such as for building offences.
12	Endorsement of Applications (Planning)	Applications that require Council approval, may be signed by the CEO or ELT, in accordance with the new Appendix, row 4. Minor applications can be signed by acting through officers under clause 1.2, given an application form alone does not commit the City to any particular course of action.
13	Funding Agreements	Council's Grants and Funding Policy will be further developed to address outgoing Funding Agreements.
15	Agreements	Agreements for paid services: are addressed through the Procurement Policy, and Financial Authorisation Listings therein. Sponsorship Agreements: will be addressed in the updated Council Policies for Grants and Sponsorships.
16	Contracts	Sale of assets: is addressed by the delegated authority for those who can sell/dispose of assets. Contracts for project works: are addressed through the Procurement Policy, and Financial Authorisation Listings therein.

17	Debentures	Borrowing money requires a resolution of Council. Once Council has resolved to borrow an amount of money, the CEO or ELT can give effect to that decision.
18	Grant applications and acquittals	If the document does not create a long term financial or operational commitment for the City (such as an application form) then signing of the document is authorised under clause 1.2 – routine documents. Other Grants processes will be addressed by the soon to be developed Grants Council Policy and associated Procedures.
19A	Various land transactions	Disposals: addressed by delegated authority for disposal of assets Cancellation of Sale and/or Purchase of Land: addressed by Variation and Discharge clause in this Policy (clause 3). Encroachment (consent relating to City land): if encroachment causes disposal of a right in property, addressed by delegated authority Contributed assets. – if no payment is being made, then may need to be executed by Deed or MOU – refer to Appendix for authorisation levels.
19B	Documents lodged through PEXA (Landgate documents) excluding Deeds and Caveats	In order for documents to be signed and lodged on behalf of the City, through PEXA, a Client Authorisation Form must be signed. Only employees with relevant authority can dispose of, or acquire, property. Such an employee also has the authority to sign the above form by virtue of clause 1.1.
21	Licences	Licence Agreement for a paid service: addressed by Procurement Policy. Giving a Licence for camping: these Licences are granted by Authorised Officers as appointed by the CEO. Marina: addressed by the disposal of assets delegated authority. Cemetery: authorisation given under clause 1.2 for routine documents.
22	Novated lease (employer) and Fleet Agreement (as employee)	If paying for a service: addressed by Procurement Policy.
23	Proof of Access	Giving access to land short term: addressed by clause 1.2 as routine document with no long-term commitment. Giving access or right to land long-term: addressed by delegated authority for disposal of assets.
24	Variations to Tenders and Quotations	Addressed by Procurement Policy and relevant procedures.
25	Tenders – Formal Instrument of Agreement	Only the CEO has authority to accept or reject tenders (under certain financial limits)
26	Quotations over \$75k.	Addressed by Council Procurement Policy and procedures
28	Grant of Right of Burial	Grants are approved by acting through officers (authorised Cemetery Officers) under clause 1.2, governed by the Council Policy 'Burial Plots' and internal Procedures.
29	Quotations under \$75k	Addressed by Procurement Policy.
30	Agreements	Hire (non-capital / small equipment): addressed by Procurement Policy Pool Inspections: inspections are undertaken by Authorised Officers (appointed by CEO). Permits for alternative pool barriers can only be approved by an officer with delegated authority.

		Services Surf Lifesaving Club, Swim School Endorsements, event, stallholder, artist: if paid service – addressed by Procurement Policy. If MOU or Deed – see Appendix for authorisation. If Funding Agreement: Grants Council Policy will apply.
31	Approvals	Illuminated Street Signs: - COM Signs – addressed under the Contract - Planning applications – addressed by delegated authority - Local law signs – relates to the provision of permits. Permits under local laws will be reviewed by Governance Services this year. Designate Horse Exercise Area: must be designated by Council under the Consolidated local laws. Camping: approvals may be granted by Authorised Officers as appointed by the CEO. Effluent Disposal: approvals may be granted by the authorised Deputy under the <i>Health Act 1911</i> – to be appointed by the CEO.
32	Certificates	Gaming s 55, liquor s 39,40 and building certificates: authorisation addressed by clause 1.2.
33	Land settlement	In order for documents to be signed and lodged on behalf of the City, through PEXA, a Client Authorisation Form must be signed. Only employees with relevant authority can dispose of, or acquire, property. Such an employee also has the authority to sign the above form by virtue of clause 1.1. Other routine documents can be completed as routine documents.
34	Suppliers – credit applications	Routine documents are authorised to be signed under clause 1.2.
35	Work applications	If short term: routine documents are authorised to be signed under clause 1.2. If providing a long term right to use land: addressed by delegated authority for disposal of assets

Deeds

Section 9.49A (5) of the Act requires that clear authorisation be given for the signing of Deeds on behalf of the City. As this is required, Deeds (based on the level of risk) have been included in the Appendix. See *Attachment 7.1* for the recommended inclusion of Deeds in the Appendix.

Common Seal

Section 68 of the *Local Government Legislation Amendment Act 2019* will amend section 9.49A of the *Local Government Act 1995* when it comes into effect. The amendment to the Act will mean that only the CEO and the Mayor can witness the Common Seal being affixed. Previously a senior employee could be a witness, if authorised by the CEO.

This amendment has little practical effect. In practice a person other than the CEO would affix the Common Seal, and the CEO and the Mayor sign next to the Seal. This way, the document reflects both the signatures of the CEO and Mayor. The Policy, as amended, makes clear that the role of the CEO and Mayor is to sign as witnesses that the Common Seal has been affixed to a document. The Policy also provides guidance as to when it may be appropriate for the Common Seal to be affixed.

Although the amendment to s 9.49A has not yet taken effect, it is likely to take effect sometime this year, and therefore it is prudent to foreshadow the changes in the Policy now.

POL-GOV 02 Legal Representation for Elected Members, Committee Members and Employees Policy

The current Policy has been reviewed in light of the Act, the DLGSC's Operational Guidelines (Guidelines) and legal advice provided to DLGSC.

The Guidelines (accessible here: <https://www.dlgsc.wa.gov.au/departments/publications/publication/legal-representation-for-council-members-and-employees>) give a useful overview of the legislative and practical context behind legal representation for Elected Members and what Council should consider when applications for funding are made to it. It states that although actions of tort cannot be brought against Elected Members, for anything they have done in good faith, there is potential for claims to be made against Elected Members if the person commencing the claim alleges that the Elected Member did not act in good faith.

In relation to the expenditure of funds by a local government, the Guidelines reiterate that Council can only expend funds from the Municipal Fund for the good government of persons in its district (s 3.1 of the Act). Generally, Council as a collective could make decisions on any matter relating to the good government of the district. However, for this specific issue, it has been recommended by the Guidelines that a Policy such as this be developed to provide guidance and consistency in decision making, in what is likely to be a contentious issue whenever it should arise.

No major changes are recommended to the City's Policy, as it is recommended that the City follow the Guidelines of DLGSC and continues to adopt the Model Policy with minor amendments. The City agrees with the advice from DLGSC, that it would only be in exceptional circumstances that Council should approve the funding of costs for legal proceedings commenced by Elected Members, Committee Members and Employees.

Minor amendments have been suggested to provide greater clarity around the process for CEO approval for urgent matters, to make it clear such approvals are subject to the subsequent approval of Council. (refer *Attachment 7.2* for the recommended amendments)

Consultation

In development of both Policies, Governance Services conducted consultation with Elected Members.

Following subsequent consultation with stakeholders, the following amendments to the Policies were made:

Amendments since Elected Member consultation	Reason for amendment
Authority to Execute Council Policy	
Clause 5 amended to remove reference to a senior employee witnessing the Common Seal	As explained earlier in the Report, Clause 5 was updated to bring it into line with amendments expected to come into force at some point in 2020, under the <i>Local Government Legislation Amendment Act 2019</i> .
Certain land transaction documents returned to the Appendix	After further internal consultation it was determined that the necessary level of policy and procedural guidance may not yet be in place to cover the execution of certain land acquisition and management documents. Given the nature of such documents, it is recommended that they remain in the Appendix until such time as the relevant policies and procedures can be properly developed.
Row 5 added to Appendix	It was noted in consultation that criminal prosecutions and proceedings to recover rates are covered by the delegations, however, the City's inherent power to commence civil proceedings is

	not expressly authorised. The addition of row 5 covers any gaps in the authorisation to sign documents relating to civil proceedings commenced by or defended by the City. Deeds have been clarified to make it clear that if the City is settling a matter by paying an amount of money to the other party, the financial limits apply and matters over \$100,000 will be reviewed by Council.
Legal Representation Policy	
Clause 6.2 amended	Enables Council to consider any approvals or rejections made by the CEO at the next Council meeting.

Statutory Environment

The *Local Government Act 1995* section. 9.49A Execution of Documents

The *Local Government Act 1995* section 2.7(2)(b) Role of Council – creation of Policies

The *Local Government Act 1995* section 3.1(1) General Function of Local Government – to provide for the good government of persons in its district.

Policy Implications

These Policies form part of the Council Policy suite which is published on the City's website.

Economic Implications

N/A

Risk Analysis

It is important that Council provides authorisation to execute important documents, particularly those that may pose a potential risk to the City. It is equally important that the City, and the CEO, adopts sufficiently detailed policies and procedures to guide decision making in relation to such documents.

In relation to Council's decisions to fund the cost of legal proceedings for Elected Members, Committee Members and Employees, Council must ensure those decisions are made within the parameters of its functions under the Act and made in the best interests of the local government.

Strategic Implications

Organisational Excellence:

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

Conclusion

Council is requested to adopt the revised Legal Representation for Elected Members, Committee Members and Employees Council Policy and the Authority to Execute Documents Council Policy.

NOTE:

- Refer **Attachment 7.1 Authority to Execute Documents Council Policy**
Attachment 7.2 Legal Representation for Elected Members, Committee Members and Employees Council Policy

RECOMMENDATION

That Council:

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

AUTHORITY TO EXECUTE DOCUMENTS

POLICY

POL-CPM 06

Objective:

To establish, in accordance with the requirements of section 9.49A of the *Local Government Act 1995* (the Act) authorisations to:

1. affix the City of Mandurah Common Seal;
2. sign documents on behalf of the City of Mandurah; and
3. execute Deeds on behalf of the City of Mandurah.

Statement:

The Act provides local governments with the ability to authorise its Chief Executive Officer (CEO) and other employees to execute documents on behalf of the City of Mandurah (the 'City').

Under the Act, a document will be considered duly executed by the City if:

- a) the Common Seal is validly affixed to it; or
- b) it is signed by an employee authorised by Council to do so.

This policy sets out who is authorised for the above purposes.

1. AUTHORISATION TO SIGN DOCUMENTS

1.1 Signing Documents under Delegated or Statutory Authorisation

Subject to clause 2 of this Policy, employees who carry out duties and functions on behalf of the City under delegated authority or statutory authority are authorised to sign any document (including a Deed) required to exercise those duties and functions.

1.2 Signing Documents as an 'Acting Through' Officer

Subject to clause 2 of this Policy, employees who carry out duties and functions on behalf of the City on an 'acting through' basis are authorised to sign documents required to exercise those duties and functions, only in the following circumstances:

- a. Where the document is routine or administrative in nature; or
- b. Where the document is not routine or administrative in nature, only if there is a Council or CEO Policy in force which governs the relevant document, and that Policy is complied with by the employee.

For the avoidance of doubt, documents which are routine or administrative in nature do not include:

- a. documents that involve a discretionary decision being made that may affect individual rights;

- b. documents that may commit the City to a long-term financial commitment;
- c. documents that may commit the City to a long-term operational commitment; or
- d. documents that are politically or financially significant.

1.3 Specific Document Signing

The persons listed in the Appendix of this Policy are authorised to sign the specific documents set out therein.

2. CONDITIONS

- 2.1 In the case of:
 - a) Legislation; or
 - b) A Council decision;expressly specifying a particular way in which a document is to be executed, that course of action is to take precedence over this Policy.
- 2.2 It is the responsibility of any person authorised under this Policy or otherwise to:
 - a) fully inform themselves of the matter to which the document they intend to execute on behalf of the City relates;
 - b) ensure any necessary legislative requirements are met before the document is executed (for example, approved by council resolution);
 - c) ensure that all applicable Council policies, CEO policies and internal procedures have been followed prior to signing the document; and
 - d) ensure that sufficient records are kept of the document, and decisions leading to the creation of the document, in accordance with the City's record keeping obligations.
- 2.3 Persons authorised under this Policy or otherwise may only sign documents relevant to matters within the scope of their position and job instruction guides.
- 2.4 Where a person would otherwise be authorised to sign a document but identifies that the document may be high risk to the City due to political, economic, legal or any other reasons, the document must be referred to the relevant Director for consideration before signing. If it is appropriate to do so, the Director may refer the document to the CEO or Council for approval.
- 2.5 Documents of a financial nature must comply with the Annual Budget or Long-Term Financial Plan.

3. VARIATION AND DISCHARGE

A variation under this clause includes a variation by Deed.

Subject to clause 2, where a person is authorised to sign a document under this Policy or otherwise, they are also authorised to vary or discharge the document.

A person nominated to do so under a lawfully executed contract or agreement, may vary or discharge that contract, subject to that person having the appropriate financial authorisation where the variation results in an additional financial commitment by the City. This must be carried out in accordance with the relevant City policy and procedures.

If a person who signed a document is no longer available, the relevant Director is authorised to vary or discharge the document, unless the document was signed by the CEO.

4. SIGNING ON BEHALF OF ANOTHER PERSON

In the absence of a person authorised under this Policy to sign a document, another employee of the City may sign on behalf of that person only if they have been approved to act in the authorised person's position via the formal approval processes of the City.

5. AUTHORITY TO AFFIX THE COMMON SEAL

In order for the Common Seal to be validly affixed to a document, it must be affixed in the presence of, and signed by:

- a) The Mayor; and
- b) The CEO.

5.1 Required Use

In accordance with the *City of Mandurah Standing Orders Local Law 2016*, the Common Seal must be affixed whenever a local law is made by Council. If Council does not authorise a specific person to affix the Common Seal at the time it makes a local law, the CEO is authorised to appoint an employee to do so.

5.2 Optional Use

Council may from time to time authorise, by way of resolution, a person to affix the Common Seal to a particular document.

In addition to this, and subject to clause 2, the CEO is authorised to appoint an employee to affix the Common Seal to any document that the CEO is authorised to sign, if the CEO is satisfied that affixing the Common Seal would be a more appropriate method for executing the document.

Documents for which it may be appropriate to affix the Common Seal include, but are not limited to:

- Local Planning Schemes (and amendments);
- State or Commonwealth Funding Agreements;
- State or Commonwealth Memorandums of Understanding;
- Ceremonial Certificates and Awards (such as Honorary Freeman);
- Significant Land Transactions; and
- Any other document of significance and importance to the City.

Responsible Directorate:

Corporate Services

Reviewer:

Manager Governance Services

Creation date:	Minute G.17/5/18, 22 May 2018
Amendments:	Minute G.X/X/20, X 2020 Minute G.11/7/18, 24 July 2018 Minute G.12/7/19, 23 July 2019
Related Documentation:	<i>Local Government Act 1995</i> section 9.49A Delegated Authority Register Council Policy Manual (particularly POL-CPM 02 Procurement) Procedure PRO-CPM 06 - Authority to Execute Documents

APPENDIX

Under section 9.49A of the *Local Government Act 1995*, Council authorises the persons designated to the positions listed in the table below, to sign certain documents on behalf of the City.

					Position Authorised				
	Document Type	Category	Mayor	CEO	Executive Leadership Team	Manager	Coordinator	Staff	
Category 1 – CEO Signature									
1	Memorandum of Understanding of a Strategic Nature , such as: • MOUs between the City and State and Federal Governments; and • MOUs that include significant or long term financial and operational commitments	1		✓					
2	Deeds – High Risk • Significant commitment or obligation from the City; or • Financial contribution by the City: up to \$100,000	1		✓					
3	Any document that the City is required to execute, that does not require a resolution from Council.	1		✓					
Category 2 - CEO, Executive Leadership Team or Manager Signature									
4	Any document that the City is required to execute to give effect to a resolution passed by Council.	2		✓	✓				
5	Documents required to be signed on behalf of the City in relation to civil proceedings (excluding those relating to outstanding rates and charges)	2		✓	✓				
6	Deeds – Moderate Risk • Moderate commitment or obligation from the City • Financial contribution by the City: up to \$49,999.99	2		✓	✓				
7	Land acquisition and management documents, including: • Acquisition of land or an interest in land (including easements and restrictive covenants); • Acceptance or consent to Management Orders vesting crown land with the City; • Caveats; • Section 70A Notification Management Statements; and • Contributed assets.	2		✓	✓				
8	Deeds – Low Risk • Minimal commitment or obligation from the City; or • Financial contribution by the City: up to \$19,999.99	2		✓	✓	✓			
9	Memorandum of Understanding of an Operational Nature , such as: • MOUs with local organisations; and • MOUs that include low risk or short term financial and operational commitments	2		✓	✓	✓			

LEGAL REPRESENTATION FOR ELECTED MEMBERS, COMMITTEE MEMBERS AND EMPLOYEES

POLICY

POL-GVN 02

Objective:

This Policy demonstrates the Council's commitment to protecting the interests of the City of Mandurah and providing confidence to Elected Members, Committee Members and Employees to enable them to undertake their roles fully and with impartiality.

Statement:

This Policy is applicable to current and former Elected Members, Committee Members and employees where they have become involved in legal proceedings as a result of their official functions or duties with the City of Mandurah (the City).

For the purpose of this Policy, the term 'applicant' means an Elected Member, Committee Member or employee who has made an application under this Policy.

Definitions:

Approved Lawyer is to be –

- a) a 'person who is admitted to the legal profession' under the *Legal Profession Act 2008*;
- b) from a law firm on the WALGA's preferred supplier for legal services where there is no conflict of interest; and
- c) approved in writing by Council or the CEO.

Elected Member – means a current or former person elected to the Council of the City of Mandurah in a local government election.

Committee Member – means a current or former person who is a member of a committee appointed by Council who is not an Elected Member.

Employee – means a current or former person who at the relevant time is or was an employee of the City of Mandurah pursuant to section 5.41(g) of the *Local Government Act 1995*, or, if the Chief Executive Officer, under section 5.36(1)(a).

Legal proceedings – may be civil, criminal or investigative.

Legal representation – is the provision of legal services, to or on behalf of an applicant, by an approved lawyer that are in respect of:

- a) a matter or matters arising from the performance of the functions of the applicant; and
- b) legal proceedings involving the applicant that have been, or may be, commenced.

Legal representation costs – are the costs, including fees and disbursements, properly incurred in providing legal representation.

Legal services – include advice, representation or documentation that is provided by an approved lawyer.

Payments – by the City of legal representation costs may be either by –

- a) a direct payment to the approved lawyer (or the relevant firm); or
- b) a reimbursement to the applicant.

1. **Payment Criteria**

The City may approve legal representation costs of an applicant if the following criteria are satisfied:

- a) the legal representation costs must relate to a matter that arises from the performance, by the applicant, of his or her functions;
- b) the legal representation cost must be in respect of legal proceedings that have been, or may be, commenced;
- c) in performing his or her functions, to which the legal representation relates, the applicant must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
- d) the legal representation costs do not relate to a matter that is of a personal or private nature.

The City must only approve the expenditure of funds if the expenditure provides for the good government of persons within its district.

2. **Examples of legal representation costs that may be approved**

2.1 If the criteria in clause 1 of this Policy are satisfied, the Council may approve the payment of legal representation costs –

- a) where proceedings are brought against an applicant in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the applicant;
- b) to enable proceedings to be commenced and/or maintained by an applicant to permit his or her functions – for example where an applicant seeks to take action to obtain a restraining order against a person using threatening behaviour to the applicant; or
- c) where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in the local government by publicly making adverse personal comments about an applicant.

2.2 The Council will not approve, unless under exceptional circumstances, the payment of legal representation costs for a defamation action, or a negligence action, instituted by an applicant.

3. **Application for payment**

- 3.1 An applicant who seeks assistance under this Policy is to make an application(s), in writing, to the CEO, or directly to Council if the applicant is the CEO.
- 3.2 Before an application can be made under clause 3.1, the applicant must first contact the Local Government Insurance Scheme and seek assessment and advice in relation to any cover available under Personal Liability Insurance. The applicant must exhaust all remedies under any available insurance cover before making an application under this Policy.
- 3.3 The written application for payment of legal representation costs is to give details of –
 - a) the matter for which legal representation is sought;
 - b) how the matter relates to the functions of the applicant;
 - c) the proposed lawyer (or law firm) who is to be asked to provide the legal representation;
 - d) the nature of legal representation to be sought (such as advice, representation in court, preparation of documents etc);
 - e) an estimated cost of the legal representation; and
 - f) why it is in the interest of the City for payment to be made.
- 3.4 The application is to contain a declaration by the applicant that he or she has acted in good faith, and has not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.
- 3.5 As far as possible the application is to be made before commencement of the legal representation to which the application relates.
- 3.6 The application is to be accompanied by a signed written statement by the applicant that he or she –
 - a) has read and understood, the terms of this Policy;
 - b) acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 7 and any other conditions to which the approval is subject; and
 - c) undertakes to repay the City any legal representation costs in accordance with the provisions of clause 7.
- 3.7 In relation to clause 3.5 (c), when a person is to be in receipt of such monies the person should sign a document which requires repayment of that money to the local government as may be required by the local government and the terms of the Policy.
- 3.8 If an application is made to the CEO under clause 3.1, the CEO is to prepare a report to accompany the application, before presenting the application to Council to decide on the application. If the CEO is the applicant, the report must be prepared instead by an appropriate employee and be presented to Council for a decision.

4. Legal representation costs – Limit

- 4.1 Council in approving an application in accordance with this Policy shall set a limit on the costs to be paid based on the estimated costs in the application.
- 4.2 An applicant may make a further application to Council in respect of the same matter.

5. Deciding an application

- 5.1 Council may –
 - a) refuse;
 - b) grant; or
 - c) grant subject to conditions,
an application for payment of legal representation costs.
- 5.2 Conditions under clause 5.1 may include, but are not restricted to, a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs.
- 5.3 In assessing an application, Council may have regard to any insurance benefits that may be available to the applicant under the Local Government Insurance Scheme.
- 5.4 Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.
- 5.5 Council may, subject to clause 5.6, determine that an applicant whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved –
 - a) not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or
 - b) given false or misleading information in respect of the application.
- 5.6 A determination under clause 5.5 may be made by Council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.
- 5.7 Where Council makes a determination under clause 5.5, the legal representation costs paid by the City are to be repaid by the applicant in accordance with clause 7.

6. When the Chief Executive Officer may decide

- 6.1 In cases where a delay in the approval of an application will be detrimental to the legal rights of the applicant, the CEO may decide an application, in accordance with clause 5.1(a) or (c) and 5.2, to a maximum of \$10,000 in respect of each application.
- 6.2 Where the CEO has decided to approve the application, it can only be approved subject to the following conditions:
 - a) Council consider the application at the next Council Meeting and, if refused, reimbursement must be made by the applicant; and
 - b) Any other conditions that may be relevant to the application.
- 6.3 An application approved or rejected by the CEO under clause 6.1, is to be submitted to the next ordinary Council meeting. Council may exercise any of the functions under this Policy in relation to an application approved or rejected by the CEO, including those under clause 5.4.
- 6.4 This clause shall not apply where the applicant is the CEO. The matter will instead be referred to Council at the earliest opportunity, including a special meeting.

7. Repayment of legal representation costs

- 7.1 An applicant whose legal representation costs have been paid by the City is to repay the City –
- a) all or part of those costs – in accordance with a determination by Council under clause 5.7;
 - b) as much of those costs as are available to be paid by way of set-off – where the applicant receives monies paid for costs, damages or settlement, in respect of the matter for which the City paid the legal representation costs.
- 7.2 The City may take action in a court of competent jurisdiction to recover any monies due to it under this Policy.
-

Responsible Directorate:	Corporate Services
Reviewer:	Director Corporate Services
Creation date:	Minute G.31/08/04, 17 August 2004
Amendments:	Minute G.31/11/06, 21 November 2006 Minute G.43/12/09, 15 December 2009 Minute G.57/2/12, 28 February 2012 Minute G.35/2/15, 24 February 2015 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	<i>Local Government Act 1995</i> DLGSCI Operational Guideline – 24 April 2019

8	SUBJECT:	Annual Review Register of Delegated Authority
	DIRECTOR:	Corporate Services
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

Council is requested to endorse the '2019-2020 Delegated Authority Review – Council Delegations' (refer *Attachment 8.1*). Council is also requested to consider and adopt the proposed recommendations that arose from the Review.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G 15/6/19 11 June 2019 Annual Review Register of Delegated Authority
- G.18/5/18 22 May 2018 Annual Review – Delegations of Authority
- G.24/6/17 13 June 2017 Register of Delegated Authority: Annual Review adopted.

Background

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

Delegations are made in relation to express powers and express duties given to the local government under legislation. A delegation does not restrict the delegator from exercising the power or duty once delegated and it also does not remove responsibility for the power. For a delegation to be considered valid, it must be in writing and in the form prescribed by legislation. Delegations under the Act require absolute majority (s. 5.42(1)).

The last review in 2019 resulted in two new delegations being adopted, six delegations being revoked, 16 being amended and 32 being readopted unchanged .

Comment

The City currently has 44 delegations in place under a number of Acts and Regulations which delegate various powers and duties to the CEO (or employees).

The 2019-2020 Delegated Authority Review process undertaken by Governance Services included:

- Review of the West Australian Local Governments (WALGA) Toolkit titled 'Decision Making in Practice';
- Reformatting of all delegations in line with the City's Delegation software (Attain);
- Review of the enabling legislation and subsidiary legislation forming the basis of each delegation;
- Internal consultation with officers who exercise subdelegated authority;
- Consultation with Elected Members through an on-line presentation and survey; and
- Review of other local government approaches (for contextual reference only).

The Review primarily sought to determine, in consultation with officers, that each delegation is still current, has a meaningful purpose and is legally valid.

The Review highlighted that a number of delegation instruments do not clearly state the enabling legislation for the power to delegate, or the relevant sections. Using the Attain format, all delegations now clearly state:

- The Express Power to Delegate;
- The Express Power Delegated;
- Any conditions Council imposes on the delegation; and
- The Statutory and Policy Framework supporting the delegation.

Below is a summary of the recommendations made as a result of the 2019-2020 Review. Currently the delegations are worded such that they will all lapse upon the 2019-2020 Review being adopted, unless Council re-adopt them. As such, it is recommended that the delegations that would otherwise be removed, simply be left to lapse, and the majority of the delegations be re-adopted indefinitely. The benefit of adopting a delegation indefinitely is that there is less risk of a delegation lapsing if a Review was ever delayed (for example due to a crisis like COVID-19). The risks associated with having a delegation apply indefinitely are reduced by the fact that Council is legally obliged, in accordance with the Act, to review them once per financial year.

Delegations to lapse

It is recommended that 12 delegations be allowed to lapse. Each delegation and the reason for 'removal' is set out in the table below:

Delegation Title	Reason for Removal
DA-RCS 01 Recreation Centres – Open Hours	This delegation is based on section 3.18(3)(c) of the Act which states that one of the executive functions of a local government is to satisfy itself that the services and facilities that it provides, are managed efficiently and effectively. Although executive functions could be described as 'duties' of the local government, they are generally not the same as decision making powers and

	duties, that would require delegation. The City must satisfy itself of these matters at all times, and does so through requiring the CEO to employ qualified staff to manage the facilities, and through various means of oversight such as the Long Term Financial Plan and by the guiding principles in the Community and Recreation Facilities Council Policy. It is recommended that the function described in 3.18(3)(c) be maintained by the City exclusively, and the CEO's role continues to be focussed on ensuring the operational needs of City facilities are being met. Determining the opening hours of any City recreational facility is undertaken by the CEO and/or Managers, in line with the strategic direction from Council given through Policy. The Community and Recreation Facilities Council Policy will be reviewed by Governance Services as part of the Council Policy Plan 2020.
DA-PBH 09 Submissions Under the Liquor Control Act 1988	There is no power to delegate in the <i>Liquor Control Act 1988</i>. The appropriate officers (currently subdelegates) can carry out the functions under this Act based on an implied authorisation/ acting through basis governed by the Alcohol Management Council Policy and Alcohol Management AOP (soon to be Procedure) which will be updated.
PBH 01 Public Environmental Health Risks	The powers listed in this delegation under the <i>Health Act 1911</i> are given to persons who are appointed by the local government (or delegate) under a statutory authorisation.
DA-CMR 02 Sponsorship Agreements	The ability of a local government to receive money (as referenced in section 6.15 of the <i>Local Government Act 1995</i>) is not a decision making 'power' or 'duty'. Receiving money is something the City mostly does through its executive functions, that is, entering into agreements and providing services. The appropriate officers (currently subdelegates) can carry out the functions under this delegation based on an implied authorisation/ acting through basis – while complying with the Sponsorship Policy and any other relevant policy and procedures. Procedures will be developed in this space to reflect the approval processes that were previously set out in the delegation.
DA-CMP 03 – Light Vehicle Fleet	This delegation does not have an enabling section of legislation. The appropriate officer (currently subdelegate) can carry out the functions under this delegation based on an implied authorisation/ acting through basis – while complying with all applicable policies and procedures.
DA-GVN 06 - Legal Representation for Elected Members, Committee Members and Employees	This delegation does not have an enabling section. Council has delegated the power to spend money from the Municipal Fund (DA-FCM 02) to the CEO and certain officers, in order to carry out functions which are for the good government of the persons in its district. However, this authority is limited by compliance with the Legal Representation Policy which states that the CEO can only approve funding for legal representation costs if the matter is urgent, and only with the subsequent oversight of Council.
DA-LUP 01 Advertising of Planning Proposals	This delegation will be combined with all other planning delegations that require advertising under the <i>City of Mandurah Town Planning Scheme No. 3.</i>, rather than being a stand-alone delegation.
DA-EVM 02 Management Plans	These delegations do not have an enabling section of legislation. The <i>Planning and Development Act 2005</i> does not allow delegation of most powers and duties. The appropriate officers (currently subdelegates) can carry out the functions under these delegations based on an implied authorisation/ acting through basis – while complying with all applicable policies and procedures.
DA-LUP 04 Subdivision	
DA-LUP 05 Clearance of Subdivision Conditions	

DA-LUP 06 Preparation and Endorsement of Responsible Authority Reports	The Planning and Development Responsibilities Council Policy (refer Attachment X.2) has been developed in lieu of the delegations. This Policy provides direction as to how various responsibilities will be managed by the City.
DA-PKR 01 Crown Land (Reserves) Managements Orders Council	A delegation is not the appropriate instrument to manage the City's duties under s 46 of the <i>Land Administration Act 1997</i>. This is better addressed by implied authorisations/ acting through officers where appropriate. The consent under s 46 can be provided by officers under an implied authorisation/ acting through basis, in accordance with the new Planning and Development Responsibilities Council Policy.

New Delegations

Council is requested to consider the proposed two new delegations as set out in the review:

Delegation Title	Reason for Delegation
DA-PBH 11 Public Health Act 2016	This delegation was created to move one of the powers listed under DA-PBH 10 (s. 22 Reports) to its own delegation. That is because the delegates for this section are different to the delegate under DA-PBH 10.
DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders	This delegation was created to move some of the powers listed under DA-CPM 03 to their own delegation. This is because these powers can only be exercised by the CEO and not sub delegated. Powers under DA-CPM 04 can be subdelegated. The power under this delegation, moved from DA-CPM 03, is also recommended to be amended to allow the CEO to accept and reject tenders up to the value of \$600,000. This is an increase of \$100,000 from the current power and reflects the increased tender threshold limit from \$150,000 to \$250,000.

Amended Delegations

All delegations, that are not recommended to be removed, have minor to significant recommended changes. The significant changes which are recommended are summarised in the table below:

Delegation Title	Amendments to Delegation	Reason for Amendment
DA-CMS 03 Cat Act 2011	Powers added: - The power to issue a Cat Control Notice (s. 26) - The power to grant or refuse applications for additional cats (r. 8, r.9) Powers removed: - The power to commence prosecution (s. 73) Powers moved: - The power to appoint Authorised Officers (s. 48) – moved to DA-LWE 07 – Authorised Officers Other amendments: - Function amended to reflect the above changes	On review of the legislation, there were further powers that may need to be exercised from time to time. The power to commence prosecutions is removed as this is a power given to Authorised officers, not delegates.

DA-CMS 04 Dog Act 1976	Powers added: • Notice if no application for registration made (s.17A) • The power of disposal and sale (s. 29(11)) • The power to consider objections (s. 33F) • Expenses recoverable (s.33M) Powers moved: • The power to appoint Authorised Officers (s. 29(1)) – moved to DA-LWE 07 – Authorised Officers Conditions added: • The CEO has the authority to sub delegate • Proceeds from sale under s. 29 are to be paid into the City funds. Other amendments: • Other minor grammatical amendments as set out in the review • Function amended to reflect the above changes	On review of the legislation, there were further powers that may need to be exercised from time to time.
DA-FCM 08 Disposing of Property	Name and Location: • Moved delegation to Financial Management section Powers added: • Disposing of all City of Mandurah Property (s. 3.18(1)) Conditions added: <i>The delegation may only be exercised in relation to:</i> <i>a disposition, other than a lease or licence, valued under \$250,000; or</i> <i>a disposition that is a lease or licence, valued under \$150,000 per year (including rental payments only) ; or</i> <i>A disposition which is provided for in the Annual Budget; or</i> <i>A disposition which is authorised by Council resolution.</i> <i>This delegation must be exercised in accordance with s. 3.58 of the Local Government Act 1995 and r. 30 and r. 31 of the Local Government (Functions and General) Regulations 1996.</i> <i>This delegation must be exercised in accordance with all relevant Council or CEO policies, and procedures.</i> Other amendments: • Other minor grammatical amendments as set out in the review • Function amended to reflect the above changes	By adding coverage all of property and assets, it makes clear that only those with delegated authority can dispose of City assets. This is important to clarify as disposal of assets is a financial risk that should be well managed.

DA-CPM 02 Inviting, Rejecting and Accepting Expressions of Interests and Tenders	Name change: • 'Invite Expressions of Interests and Tenders' Powers removed: • Rejecting and accepting Tenders (r.18) – moved to CEO Only Delegation DA-CPM 04 • Rejecting and accepting expressions of interest to be an acceptable tenderer (r. 23) – moved to CEO Only Delegation DA-CPM 04 Other amendments: • Other minor grammatical amendments as set out in the review • Function amended to reflect the above changes	This delegation can be sub-delegated. Separated from powers that should not be sub delegated, such as accepting and rejecting tenders.
DA-DBC 01 Development Applications for Residential Development	Name and Location: • Re-name section to Building Controls • Move this delegation to new Planning and Development Section • Re-name 'Development Applications for Single Houses' • Name changed to 'DA-PAD 01' to reflect new section 'Planning and Development' Powers added: • <i>All powers and duties under the operative Local Planning Scheme</i> Functions and Conditions: • Amended to reflect current practices and streamline the conditions. • Detail of changes outlined in the Review Other amendments: • Other minor grammatical amendments as set out in the review • Function amended to reflect limits on powers	This delegation has been amended to more clearly reflect the separation of processes, namely the separation between applications for single houses, and all other applications. DA-DBC 10 is amended to cover all other Development Applications. The Manager Planning and Land Services has undertaken a full review and re-write of the Functions and Conditions to make sure the wording of the delegation reflects correct and current practices.
DA-DBC 10 Development Application for Non-Residential Development	Name and Location: • Move this delegation to new Planning and Development Section • Re-name 'Development Applications (excluding Single Houses)' • Name changed to 'DA-PAD 02' to reflect new section 'Planning and Development' Powers added: • <i>All powers and duties under the operative Local Planning Scheme</i> Functions and Conditions: • Amended to reflect current practices and streamline the conditions. • Detail of changes outlined in the Review Other amendments: • Other minor grammatical amendments as set out in the Review	This delegation (and Da-DBC 01) has been amended to more clearly reflect the separation of processes, namely the separation between applications for single houses, and all other applications. The Manager Planning and Land Services has undertaken a full review and re-write of the Functions and Conditions to make sure the wording of the delegation reflects

	Function amended to reflect limits on powers	correct and current practices.
DA-ECD 01 Trading Permits	Location: - Amended Section from Economic Development to 'Local Laws' Name: - Changed name to reflect new section heading "DA-LOC 01" Powers added: <i>All powers and duties under Part 12 (of the Local Government Property and Public Places Local Law 2016) in relation to Trading Permits</i>	The power to grant a permit comes from Part 12 - Permits. This has been corrected.
DA-PBH 02 Alfresco Dining Licences	Location: - Moved to 'Local Laws' Name: - Changed name to reflect new section heading "DA-LOC 02" and Alfresco Dining Permits Powers added: <i>All powers and duties of the local government under Part 11 and Part 12 [of the Local Law] in relation to Alfresco Dining Permits</i>	The terminology in the Local Law is now 'Permits' not 'Licences'.
DA-EMS 01 Variations to Burning Times	Change of name: - Change of name to 'Bush Fires Act 1954 – Variation to Burning Times' Express Power to Delegate: - Changed from s 48, to s 17 and s 18 Other amendments: - Other minor grammatical amendments as set out in the review	The power to delegate was incorrectly stated as s. 48. This has been corrected.
DA-EMS 02 Bush Fires Act 1954	Change of name: - Change of name to 'Bush Fires Act 1954 – General' Powers added: <i>All powers and duties of the local government under the Bush Fires Act 1954 and the Bush Fires Regulations 1954, except as set out in the conditions of this delegation.</i> Conditions added: <i>This delegation excludes any powers or duties under the Bush Fires Act 1954 that require a resolution by Council including the power to make local laws under section 62.</i> <i>This delegation must be exercised in accordance with any relevant Council Policy, that may be in force from time to time.</i> - Reference is made to the Bush Fire Prevention and Control Council Policy which sets out when matters should go through Council. Other amendments: - Function amended to reflect some further examples of powers	It was raised in consultation that by listing sections of the Act as examples, this may cause confusion given the Function is expressed to cover all duties under the Act, of which there are many. The list has been removed to make clear the delegation covers all powers under the Act, subject to the conditions.
DA-FCM 03 Investment of Funds	Change of Delegator: - Delegator changed from CEO to Council Change to Delegates: - Delegates change to CEO Only	Amendments correct an inadvertent reference to the CEO as the

		Delegator, rather than Council.
DA-FCM 04 Non-Rateable Status for Land	Amendment to Conditions: - Where the delegation is exercised in respect of a new application for land used in accordance with section 6.26(2)(g), non-rateable status may only be granted where the annual value of general rates does not exceed \$15,000. - Where the delegation is exercised in respect of a renewal of non-rateable status, there are no conditions or financial limits imposed on the delegate.	Value increased from \$5,000 to \$15,000 to reflect the immaterial impact an application of these values has on the overall budget. In relation to renewals financial limits are recommended to be removed because the Council has already approved the original application. If there are no changes from the original application, it would be irrelevant for Council to have to consider an application it will grant an exemption to. If there are changes to the application, Council will be required to consider the application if it is greater than the Council threshold set as part of the conditions of this delegation.
DA-FCM 06 Defer, Grant Concessions, Waive or Write off Debts	Change of Name: - Name changed to 'Defer, Grant Concessions for or Waive Fees, or Write Off Debts' Conditions added: - This delegation is subject to section 6.12(2) of the Local Government Act 1995, which specifies that a local government cannot grant a waiver or concession for a rate or service charge. - A waiver, write off, deferment or concession given under this delegation may only be granted to a maximum value of \$100,000 per occurrence, except where the decision is due to an administrative error having been made by the City of Mandurah.	The name change clarifies that fees are waived or discounted, debts are written off. WALGA's recommended delegation suggest a limit might be placed on this type of delegation. Upon consultation, it appeared fees are rarely waived for values above a few hundred, or in rare cases a few thousand. However, it was thought to be prudent to place some financial limit to manage risk.
DA-LUP 03 Structure Plans and Activity Centre Plans	Change of Name: - Name changed to 'DA-PAD 03' to reflect new section 'Planning and Development' Powers added: - Schedule 2 Deemed provisions for local planning schemes:	Clarified that power delegated is the power to deal with Structure Plans and Activity Centre Plans under the City's Town Planning Scheme.

	<i>All the powers and duties of the local government under Part 4 (Structure Plans) and Part 5 (Activity Centre Plans)</i>	
DA-LUP 07 Local Development Plans	Change of Name: - Name changed to 'DA-PAD 04' to reflect new section 'Planning and Development' Powers added: <i>All powers and duties of the local government under Part 6 (Local Development Plans)</i>	Clarified that power delegated is the power to deal with Local Development Plans under the City's Town Planning Scheme.
DA-LWE 01 Prosecutions/Legal Proceedings	Change of Name: - Name change to 'DA-LWE 01 Prosecutions/ Recovery of Unpaid Rates, Service Charges, Fees and Charges' Powers removed: - Section 9.24 Prosecutions Powers moved: - Section 280 under the Public Health Act moved to DA-PBH 01 - Other amendments: - Other grammatical amendments as set out in the review - Function amended to reflect the above changes	Name change to more accurately reflect scope of delegation Section 9.24 Prosecutions are authorised by statutory authorisation – Authorised Officers appointed by the CEO. Section 280 moved to more specific Public Health delegation
DA-LWE 06 Disposal of Impounded Goods/Vehicles	Powers added: - Disposal of sick or injured animals (s 3.47A) Powers removed: - Disposal of property (s. 3.58) Condition added: <i>Money received under 3.47(5) must be credited to the City of Mandurah Municipal Fund.</i> Other amendments: - Other grammatical amendments as set out in the review - Function amended to reflect the above changes	Section 3.58 relates to disposal of <u>any</u> City asset or property. This delegation should be limited to its subject matter. Power to dispose of uncollected goods is provided for. Condition added for the avoidance of doubt.
DA-LWE 07 Authorised Officers	Powers added: - Appointment of Authorised Officers (statutory authorisations) under various Acts has been added to this specific delegation, including the Cat Act, Dog Act, Building Act, Pound Keeper and Ranger Condition added: <i>The power to appoint authorised persons, under all legislation referred to in this delegation, cannot be sub delegated.</i> Other amendments: - Other grammatical amendments as set out in the review - Function amended to reflect the above changes	It improves administrative processes for appointments of all matters and can be dealt with under one delegation. Condition added to reflect practice for most appointments. That only CEO can appoint Authorised Officers.

DA-LWE 09 Graffiti Vandalism	Power added: - Decision that notice should not be suspended (s. 24) Other amendments: - Grammatical amendment as set out in the review	Power added as suggested by WALGA example
DA-PBH 10 Public Health Act 2016 – Functions of an Enforcement Agency	Powers moved: - Reports by enforcement agencies (s. 22) Powers added: - Commencing proceedings (s.280) Other amendments: - Other grammatical amendments as set out in the review - Function amended to reflect the above changes	s. 22 Reports have moved to DA-PBH 11 as this delegation is to the CEO only.

Amended Delegations (minor)

Council is requested to consider the proposed minor amendments to the following delegations, noting that these amendments do not affect the overall intent of the delegation:

Delegation Title	Amendment to Delegation
DA-DBC 03 Building and Demolition Permits	Change of Name: - Changed name to reflect new section heading “DA-BUI 01” Other amendments: - Other minor grammatical amendments as set out in the review
DA-DBC 04 Occupancy Permits and Building Approval Certificates	Change of Name: - Changed name to reflect new section heading “DA-BUI 02” Other amendments: - Other minor grammatical amendments as set out in the review
DA-DBC 05 Building Orders	Change of Name: - Changed name to reflect new section heading “DA-BUI 03” Other amendments: - Other minor grammatical amendments as set out in the review
DA-DBC 11 Smoke Alarms – Alternative Solutions	Change of Name: - Changed name to reflect new section heading “DA-BUI 04” Other amendments: - Other minor grammatical amendments as set out in the review
DA-DBC 12 Private Pool Barriers	Change of Name: - Changed name to reflect new section heading “DA-BUI 04” and new name “Private Swimming Pool Safety Barriers” Other amendments: - Other minor grammatical amendments as set out in the review
DA-TFT 01 Parking Administration	Minor grammatical amendments as set out in the review

DA-TFT 01 Closing of Certain Thoroughfares to Vehicles	Minor grammatical amendments as set out in the review

Delegations – No Change

Council is requested to consider the following delegations for re-adoption with no change:

- DA-FCM 02 Payments from Municipal or Trust Funds
- DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
- DA-LWE 02 Directions in Relation to Development Matters
- DA-PBH 03 Food Act 2008
- DA-PBH 04 Food Act 2008 - Appointments

New Council Policy – POL-LUP 08 Planning and Development Responsibilities

Several planning delegations will lapse as a result of this year's Review, and the operational functions contained therein will now be exercised more appropriately on an acting through basis. In line with this recommendation, it is also recommended that a new Council Policy be adopted to provide guidance in these areas, where such guidance was previously set out in a delegation.

The matters which are addressed in the proposed new Policy all relate to matters where the City is not the primary decision maker, but is part of the decision-making process of another entity. The Policy, most importantly, serves to remind the community of the City's role in Subdivision and Development Assessment Panel development decisions. The City's role in these matters is ancillary and non-determinative.

It is requested that Council adopt the following Council Policy:

- POL-LUP 08 Planning and Development Responsibilities Policy (refer *Attachment 8.2*)

Statutory Environment

Local Government Act 1995 section 5.42 Delegation of Powers to CEO; s5.44 permitting CEO to delegate to other employees; s5.46(1) and (2) CEO to keep a register and delegations to be reviewed by the delegator.

Policy Implications

All delegations make reference to relevant Council policies where applicable.

Risk Implications

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

Economic Implications

Nil.

Strategic Implications

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

Organisational Excellence:

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

Conclusion

The annual review of Council's Register of Delegated Authority by Governance Services is complete, resulting in the recommendation for 12 delegations to lapse, 2 delegations to be created and adopted, 27 delegations to be re-adopted indefinitely with amendments and 5 delegations to be re-adopted indefinitely with no changes.

It has been identified that by adopting the recommendations in the Review, there may be 'gaps' in relation to matters Council has previously provided guidance for, through the use of delegation instruments. To fill the gaps that have been identified in the planning space, it is recommended that Council adopts a new Council Policy, POL-LUP 08 Planning and Development Responsibilities Policy (refer **Attachment X.2**).

NOTE:

- Refer **Attachment 8.1** 2019-2020 Annual Review of Delegate Authority – Council Delegations
Attachment 8.2 POL-LUP 08 Planning and Development Responsibilities Council Policy

A full copy of the current Register of Delegated Authority can be located on the City's website (link: <https://www.mandurah.wa.gov.au/city-and-council/governance/delegated-authority>). A copy of the full Annual Review of Delegated Authority (Council and CEO Delegations) is available from Governance Services.

RECOMMENDATION

That Council:

1. Adopts the "2019-2020 Annual Review of Delegated Authority – Council Delegations" (**Attachment 8.1**) as its own review for the purposes of s. 5.46 of the *Local Government Act 1995* for the 2019-2020 financial year.
2. Adopts that the following delegations be allowed to lapse as at the date and time that Resolution 1 is adopted:
 - 2.1. DA-RCS 01 Recreation Centres – Open Hours
 - 2.2. DA-PBH 09 Submissions Under the Liquor Control Act 1988
 - 2.3. DA-PBH 01 Public Environmental Health Risks
 - 2.4. DA-CMR 02 Sponsorship Agreements
 - 2.5. DA-CMP 03 Light Vehicle Fleet
 - 2.6. DA-GVN 06 Legal Representation for Elected Members, Committee Members and Employees
 - 2.7. DA-LUP 01 Advertising of Planning Proposals
 - 2.8. DA-EVM 02 Management Plans
 - 2.9. DA-LUP 04 Subdivision
 - 2.10. DA-LUP 05 Clearance of Subdivision Conditions
 - 2.11. DA-LUP 06 Preparation and Endorsement of Responsible Authority Reports
 - 2.12. DA-PKR 01 Crown Land (Reserves) Managements Orders Council
3. Adopts the following 5 delegations indefinitely, with no amendments, as per Attachment 8.1:
 - 3.1. DA-FCM 02 Payments from Municipal or Trust Funds
 - 3.2. DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
 - 3.3. DA-LWE 02 Directions in Relation to Development Matters

- 3.4. DA-PBH 03 Food Act 2008
- 3.5. DA-PBH 04 Food Act 2008 - Appointments

- 4. Adopts the following 27 delegations indefinitely, with amendments, as per Attachment 8.1:
 - 4.1. DA-CMS 03 Cat Act 2011
 - 4.2. DA-CMS 04 Dog Act 1976
 - 4.3. DA-FCM 08 Disposing of Property
 - 4.4. DA-CPM 02 Inviting, Rejecting and Accepting Expressions of Interests and Tenders
 - 4.5. DA-DBC 01 Development Applications for Residential Development
 - 4.6. DA-ECD 01 Trading Permits
 - 4.7. DA-PBH 02 Alfresco Dining Licences
 - 4.8. DA-EMS 01 Variations to Burning Times
 - 4.9. DA-EMS 02 Bush Fires Act 1954
 - 4.10. DA-FCM 03 Investment of Funds
 - 4.11. DA-FCM 04 Non-Rateable Status for Land
 - 4.12. DA-FCM 06 Defer, Grant Concessions, Waive or Write off Debts
 - 4.13. DA-LUP 03 Structure Plans and Activity Centre Plans
 - 4.14. DA-LUP 07 Local Development Plans
 - 4.15. DA-LWE 01 Prosecutions/Legal Proceedings
 - 4.16. DA-LWE 06 Disposal of Impounded Goods/Vehicles
 - 4.17. DA-LWE 07 Authorised Officers
 - 4.18. DA-LWE 09 Graffiti Vandalism
 - 4.19. DA-PBH 10 Public Health Act 2016 – Functions of an Enforcement Agency
 - 4.20. DA-DBC 03 Building and Demolition Permits
 - 4.21. DA-DBC 04 Occupancy Permits and Building Approval Certificates
 - 4.22. DA-DBC 05 Building Orders
 - 4.23. DA-DBC 11 Smoke Alarms – Alternative Solutions
 - 4.24. DA-DBC 12 Private Pool Barriers
 - 4.25. DA-TFT 01 Parking Administration
 - 4.26. DA-TFT 01 Closing of Certain Thoroughfares to Vehicles

- 5. Under s. 5.42 of the *Local Government Act 1995*, adopts the following 2 new delegations as set out in Attachment 8.1:
 - 5.1. DA-PBH 11 Public Health Act 2016
 - 5.2. DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders

- 6. Adopts the new Council Policy 'POL-LUP 08 Planning and Development Responsibilities Council Policy' as per Attachment 8.2.

ABSOLUTE MAJORITY REQUIRED



City of Mandurah
Register of Council Delegations
2019/2020 Review

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INTRODUCTION

Introduction

Section 5.42 of the *Local Government Act 1995* (the Act) allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act (other than those under s5.43). The local government may also delegate the exercise of any of its powers to Committees pursuant to section 5.16, other than those under Section 5.17(1).

Section 5.44 of the Act provides for the Chief Executive Officer to delegate any of his or her powers to another employee, this must be done in writing. The Act also allows for the Chief Executive Officer to place conditions on any delegations that he or she has delegated. These powers or duties cannot, however, be further sub-delegated. These powers or duties are delegated to assist with improving the time taken to make decisions and are made within the constraints allowed by the relevant legislation. This is consistent with our commitment to a strong customer service focus.

The Department of Local Government & Communities *Guideline No.17 – Delegations*, establishes the principal issue in determining whether a statutory function or duty is suitable for 'acting through' that being - where the statute provides no discretion in carrying out a function or duty, then the function or duty may be undertaken through the 'acting through' concept.

Conversely, where the statute allows for discretion on the part of the decision maker, then the function must either be delegated or a person authorised, or a policy implemented, that provides sufficient control for another person to have that authority and fulfil the function or duty.

The *Local Government Act 1995* does not specifically define the meaning of the term "acting through", however section 5.45(2) states;

"Nothing in this Division is to read as preventing –

- (a) A local government from performing any of its functions by acting through a person other than the CEO"; or
- (b) A CEO from performing any of his or her functions by acting through another person."

The purpose of this register is to ensure a record is kept of those powers or duties that have been delegated to ensure accountability and to meet the requirements of Section 5.46 of the Act. This register is a public document that contains 'Instruments of Delegation' that detail the function being delegated and the relevant statutory reference which is the source of power for the exercise of that function. Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, these delegations, made under the Act have effect for the period of time specified in the delegation or where no period has been specified, indefinitely. Any decision to amend or revoke these delegations by a local government is to be by an absolute majority.

This register of delegated authority will be reviewed in accordance with the Act on an annual basis.

Delegations and authorisations under other Legislation

Where legislation provides for the direct delegation to authorise a person or a member of a class of persons by other agencies or decision makers. For example: The *Environmental Protection Act* allows for the CEO of the Department of Environment Regulation to grant delegated authority direct to a local government.

The authorisation is dealt with in the relevant legislation and, where required, the Instrument of Delegation or Notice of the Appointment is advertised in the Government Gazette.

Those Delegations or authorisations that may occur under legislation other than the *Local Government Act 1995*, its regulations and the local government's local laws include:

Planning and Development Act 2005 and associated regulations
Dog Act 1976 and regulations;
Cat Act 2011 and regulations
Bush Fires Act 1954, regulations and local law created under that Act;
Litter Act 1979 and regulations
Local Government (Miscellaneous Provisions) 1960 as amended;
Caravan Parks and Camping Grounds Act 1995;
Control of Vehicles (Off-Road Areas) Act 1978 and regulations;
Environmental Protection Act 1986
Environmental Protection (Noise) Regulations 1997
Building Act 2011

N.B. – This is not an exhaustive list.

DELEGATIONS

COMMUNITY RELATIONS

	DA-CMR 02 Sponsorship Agreements (to be removed -covered by Implied Authorisation)

COMMUNITY SERVICES

Delegation	DA-CMS 03 Cat Act 2011
Category	Community Services
Delegator	Council
Express power to delegate	<i>Cat Act 2011:</i> s. 44 Delegation by local government
Express power or duty delegated	<i>Cat Act 2011:</i> s. 13 Notice to be given of certain decisions s. 26 Cat Control Notice s. 37 Approval to breed cats s. 38 Cancellation of approval to breed cats s. 40 Notice to be given of certain decisions (moved to DA-LWE 07 – Authorised Officers) s. 64 Extension of time s. 65 Withdrawal of notice (must be appointed as “authorised person” not delegated) <i>Cat Regulations 2012:</i> Schedule 3, cl. 1(4) Reduce or Waive Fees <i>Cat (Uniform Local Provisions) Regulations 2013:</i> r. 8 Application to keep additional number of cats r. 9 Grant or Refuse application to keep additional number of cats

Function	To carry out the powers or discharge of any of the duties of Council pursuant to the <i>Cat Act 2011</i>, Cat Regulations 2012 and the <i>Cat (Uniform Local Provisions) Regulations 2013</i> including but not limited to: 1. Providing notice of decisions relating to the refusal to grant or renew the registration of a cat, or cancel the registration of a cat. 2. Granting approval to breed cats. 3. Cancelling the approval to breed cats. 4. Providing notice of decisions relating to the refusal to approve, renew the approval or cancel the approval of a person to breed cats. (moved to DA-LWE 07) 5. Extending the period a modified penalty is to be paid. 6. Withdrawing an infringement notice. 7. Reducing or waiving the registration fees in respect or any individual cat or any class of cat within the district.
Delegates	Chief Executive Officer
Conditions	1. (moved to DA-LWE 07) Functions under sections 63, 64 or 65 of the Act cannot be delegated to an authorised person 2. Delegation does not permit any of the delegates to perform the following functions: • Making of Local Laws (section 79); or • Governor approval to make local laws outside district (section 80).
Policy	Nil
Date adopted	TBC
Adoption	TBC
Last Reviewed	TBC

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

Function	To carry out the powers or discharge of any of the duties of the <i>Dog Act 1976</i> including but not limited to: a. Making payments to registered veterinary surgeons towards the cost of sterilisation of a dog owned by an eligible person where the eligible person is the registered owner of the dog and is suffering financial hardship. b. Establishing and maintaining a dog management facility (moved to DA-LWE 07) c. Directing registration officers to refuse or cancel the registration of a dog for one or any of the following reasons; - The owner has been convicted, or has paid a modified penalty, within the previous 3 years in respect of 2 or more offences against the <i>Dog Act 1976</i>, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or - The dog in question has been shown to the satisfaction of the local government to be destructive, unduly mischievous, or to be suffering from a contagious or infectious disease; or - The local government is not satisfied that the dog is, or will be, effectively confined in or at premises where the dog is, or will be, ordinarily kept; or - The dog is required to be micro-chipped but is not micro-chipped; or - The dog is a dangerous dog. d. Giving notice that a dog cannot be registered e. Discounting or waiving the registration fees for any individual dog or any class of dogs within the district under prescribed conditions. This option does not apply to dangerous dogs. f. Refunding proportionate registration fees of a dog that has had its registration cancelled. g. Making application to a Justice of the Peace for an order to seize a dog that has had its registration refused or cancelled. h. Determining an application to keep more than the prescribed 2 dogs over 3 months of age. i. Grant, refuse to grant or cancel a licence to operate an approved kennel establishment. j. Dispose of or sell dogs which are liable to be destroyed. k. Consider objections. l. Recover expenses. m. Declaring a dog dangerous as a result of its aggressive behaviour. n. Receiving a request from an owner to review a seizure and destruction notice of a dangerous dog. o. Revoking a declaration of a dangerous dog or proposal to destroy a dangerous dog. (moved to DA-LWE 07)

Delegates	Chief Executive Officer
Conditions	(moved to DA-LWE 07) 1. The Chief Executive Officer (CEO) has authority to sub delegate all the powers and duties in this delegation to any person who the CEO determines is suitably capable of exercising the relevant powers and duties. 2. Proceeds from the sale of dogs sold under s. 29(11) are to be paid into the City of Mandurah Municipal Fund 3. (moved to statutory framework) 4. (moved to statutory framework)
Statutory framework	<i>Dog Act 1976:</i> s. 10AA – The Council must give express authority to sub delegate any power under the Act s. 31 – This delegation does not permit the delegate to designate dog prohibited areas, dog exercise area, dog on leash area s. 49 – This delegation does not permit the delegate to perform the function of making local laws
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

COUNCIL PROPERTIES **move to Financial Management**

Delegation	DA FCM 08 Disposing of Property
Category	Council Properties
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation by local government
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 3.58 Disposing of property under this section s. 3.18(1) Disposing of property, not covered by s. 3.58, in order to perform the necessary functions under the <i>Local Government Act 1995</i> .
Function	To dispose of property by public auction or by private treaty, in accordance with section 3.58 or otherwise.
Delegates	Chief Executive Officer
Conditions on delegate	The delegation may only be exercised in relation to: - a disposition, other than a lease or licence, valued under \$250,000; or - a disposition that is a lease or licence, valued under \$150,000 per year (including rental payments only); or - A disposition which is provided for in the Annual Budget; or - A disposition which is authorised by Council resolution. This delegation must be exercised in accordance with s. 3.58 of the <i>Local Government Act 1995</i> and r. 30 and r. 31 of the <i>Local Government (Functions and General) Regulations 1996</i>. This delegation must be exercised in accordance with all relevant Council or CEO policies, and procedures. The exercise of this delegation in relation to land is permitted only in the following circumstances: <u>Lease & Licence –Not for Profits Entities</u> - The lease or licence is held by a Not for Profit organisation outlined in regulation 30(2)(b) of the <i>Local Government (Functions and General) Regulations 1996</i>; - The term and options to extend the term does not exceed a total of 5 years; - No breach of the current agreement has occurred; and - The conditions of the lease or licence is consistent with standard leasing practices of the City. <u>Lease & Licence - Commercial Entities</u> - The lease or licence term is less than 2 years; - Rent aligns with current independent market valuation carried out no more than 2 years from the proposed licence commencement date; and - The licence conditions are consistent with standard leasing and licencing practices with the City.

Statutory framework	<u>Assignment of Leases</u> • The assignee continues to meet all terms and conditions of the current lease; • No extension nor variation of the lease is available; • Relevant checks are conducted confirming the new business has no bankruptcy listed against the directors, or any court action pending; • The lease is currently not in breach. <u>Sublease (where the City is the sublessor)</u> • The head lessee remains fully responsible for terms and conditions of head lease, • The purpose of the sublease is consistent with purpose or similar purpose of the head lease; and • Term of sublease does not exceed head lease.
	<i>Local Government Act 1995:</i> s.3.58 Disposing of Property 3.18 General Functions <i>Local Government (Functions and General) Regulations 1996:</i> r. 30 Disposing of property exempt from s. 3.58
Date adopted	TBC
Adoption	TBC
Last reviewed	TBC

CORPORATE MANAGEMENT

Delegation	DA-CPM 02 Invite Expressions of Interests and Tenders
Category	Corporate Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> • s.3.57 Tenders for providing goods and services Part 4 of the <i>Local Government (Functions and General) Regulations 1996:</i> • Regulation 11 When tenders have to be publicly invited • Regulation 13 Determining to invite tenders where not required to do so • Regulation 14 Publicly inviting tenders, requirements for • (moved to DA-CPM 04 – CEO Only) Regulation 20 Variation of requirements before entry into contract • Regulation 21 Limiting who can tender, procedure for • (moved to DA-CPM 04 – CEO Only)
Function	To: 1. Publicly invite tenders or seek Expressions of Interest for purchase of goods and services. Determine to invite a tender where not required to do so. 2. Determine in writing, the selection criteria for deciding which tender should be accepted. Determine minor variations before entering into a contract.
Delegates	Chief Executive Officer

Statutory framework	<i>Local Government Act 1995</i> s. 3.57 <i>Local Government (Functions and General) Regulations 1996</i> Division 2
Policy	POL-CPM 02 Procurement POL-CPM 01 Regional Price Preference
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders (new – CEO Only delegation)
Category	Corporate Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	Part 4 of the <i>Local Government (Functions and General) Regulations 1996:</i> • Regulation 18 Rejecting and accepting tenders • Regulation 23 Rejecting and accepting expressions of interest to be an acceptable tenderer
Function	To consider Expressions of Interest which have not been rejected and determine those capable of satisfactorily supplying the goods and services. To accept or decline to accept any tender.
Delegates	Chief Executive Officer
Conditions on delegate	1. The CEO is delegated to accept or decline to accept any tenders where the consideration is, or is expected to be, \$3,000,000 (GST exclusive) or less, up to 1 October 2020. 2. The CEO is delegated to accept or decline to accept any tenders where the consideration is, or is expected to be, \$600,000 (GST exclusive) or less, from 2 October 2020 onwards. 3. The powers and duties under this delegation must not be sub delegated. 4. This delegation must be exercised in accordance with any relevant and current Council or CEO Policies.

Statutory framework	<i>Local Government Act 1995</i> s. 3.57 <i>Local Government (Functions and General) Regulations 1996</i> Division 2
Policy	POL-CPM 02 Procurement POL-CPM 01 Regional Price Preference
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

[illegible]

BUILDING CONTROLS

Delegation	DA-PAD 01 Development Applications for Single Houses (Will move to Planning and Development)
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under Part 7, 8 and 9 of the Deemed Provisions and State Planning Policy 7.3 (Residential Design Codes Volume 1) ('R-Codes') in respect to Single Houses (*) <i>Note: includes the erection or extension to a single house, ancillary dwelling, outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool – as outlined in clause 61 (c) and (d) of the Deemed Provisions</i>
Functions	To undertake the functions including consultation and determination of development applications as required for applications for development approval for single houses, which includes the assessment of proposals against the 'design principles' of the Residential Design Codes as described in clause 2.5 of the Codes.
Delegates	Chief Executive Officer
Conditions	- In making an exercise of judgement under Clause 2.5 of the R-Codes, the assessment is to be reviewed by the R-Code Review Group, consisting of no less than 2 of the following officers the: - Executive Manager Development and Compliance; - Manager Planning and Land Services, - Coordinator Approvals or a Senior Planner, and - Coordinator Building and Development Compliance or a Senior Building Surveyor. Where consultation has been undertaken under Part 4 of the R-Codes, any person who has made a submission objecting to the application being notified in writing of the City's intention to approve the application and be provided with a further 7 days in which to provide further comment.
Statutory Framework	<i>Operative Local Planning Scheme</i>
Policy	N/A

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

Delegation	DA-BUI 02 Occupancy Permits and Building Approval Certificates
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Act 2011:</i> s. 55 Further Information s. 58 Grant of permit / approval certificate s. 59 Time for granting permit / approval certificate s. 60 Notice of decision not to grant permit / approval certificate s. 62 Conditions imposed s. 65 Extension of period of duration <i>Building Regulations 2012:</i> r. 40 Extension of period of duration of time limited permit/ approval certificate
Function	To effectively deal with applications for Occupancy Certificate and Building Approval Certificate as required under Part 3, Division 4 of the <i>Building Act 2011</i> and Regulation 40 of the <i>Building Regulations 2012</i>
Delegates	Chief Executive Officer
Conditions	Sub-delegates are only permitted to undertake this delegation if they hold the appropriate Building Surveyor Qualification and Registration from the Department of Mines, Industry, Regulation and Safety.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-BUI 03 Building Orders
Category Delegator Express power to delegate Express power or duty delegated Functions	Development and Building Controls Council <i>Building Act 2011:</i> s. 127(1) Delegation by local government <i>Building Act 2011:</i> s. 88 Finishes of walls close to boundaries s. 110 Building Orders s. 111 Notice of proposed building order s. 114 Service of building order s. 117 Revocation of building order s. 118 Permit authority may give effect to building order if non-compliance 1) Effectively deal with building orders pursuant to Part 8, Division 5 of the <i>Building Act 2011</i> in relation to: • Building work • Demolition work • An existing building or incidental structure • Dangerous and neglected buildings 2) Specify the way an outward facing side of a close wall must be finished pursuant to section 88 of the <i>Building Act 2011</i>
Delegates Conditions	Chief Executive Officer Building Orders may be referred to the Council where it is considered appropriate.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy Date adopted Adoption references Last reviewed	Nil TBC TBC TBC

Delegation	DA-PAD 02 Development Application (excluding Single Houses)(new)
Category	Development and Building Controls (change to Planning and Development)
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under the Operative Local Planning Scheme, necessary to fulfil the Functions as set out below.
Functions	To undertake the functions, including consultation, and to determine development applications as required for applications for development approval.
Delegates	Chief Executive Officer
Conditions	This delegation is subject to the following conditions: 1. where an application is required to be advertised, due to the proposed development seeking to vary the development standards required under the relevant local planning scheme, structure plan, activity centre plan, local development plan or local planning policy, and no submission(s) have been received on relevant matters except for proposals for Grouped or Multiple Dwelling. 2. where consultation has been undertaken for Grouped or Multiple Dwelling, any person who has made a submission objecting to the application being notified in writing of the City's intention to approve the application and be provided with a further 7 days in which to provide further comment 3. all applications that require discretionary provisions of a local planning scheme, structure plan, activity centre plan, local development plan or local planning policy to be applied are to be reviewed by a Planning Review Group consisting of at least 2 of the following: • Executive Manager Development and Compliance • Manager Planning and Land Services • Coordinator Approvals
Statutory Framework	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> <i>Operative Local Planning Scheme</i>
Policy	N/A

Delegation	DA-BUI 04 Smoke Alarms - Alternative Solutions
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Regulations 2012:</i> r. 55 Terms used (alternative building solution approval) r. 61 Local government approval of battery powered smoke alarms
Functions	1) To approve alternative building solutions which meet the performance requirements of the Building Code relating to fire detection and early warning. 2) To approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	N/A
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-BUI 05 Private Swimming Pool Safety Barriers
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Regulations 2012:</i> r. 51(2), (3), (5) Approvals by permit authority
Function	1) To approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children to the swimming pool as effectively as if there were compliance with AS 1926.1. 2) To approve a door for the purpose of compliance with AS 1926.1, where a fence or barrier would cause significant problem of a structural nature or a significant problem of any other nature the cause of which is not in the control of the owner/occupier, or the pool is totally enclosed by a building or in the opinion of the City a fence or barrier between the building and pool would create a significant access problem for a person with a disability. 3) To approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement.
Delegates	Chief Executive Officer
Conditions	Nil.
Express power to subdelegate	<i>Building Act 2011:</i> s. 127(6A) Delegation by CEO
Subdelegates	Coordinator Building and Compliance Senior Building Surveyor Senior Development Compliance Officer
Conditions on subdelegates	Any performance solution determined in respect of this delegation is to be signed by 2 of the subdelegates to ensure consensus of the decision provided.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	N/A

Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

LOCAL LAWS

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

EMERGENCY SERVICES

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

Delegation	DA-EMS 02 Bush Fires Act 1954 - General
Category	Emergency Services
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s. 48 Delegation by local government to CEO
Express power or duty delegated	All powers and duties of the local government under the <i>Bush Fires Act 1954</i> and the <i>Bush Fires Regulations 1954</i> , except as set out in the conditions of this delegation.
Function	Undertake the performance of any of the functions under the <i>Bush Fires Act 1954</i> , including but not limited to: 1. Insuring certain persons for injury caused while engaged in normal brigade activities. 2. Appointing bush fire control officers. 3. Issuing directions to a bush fire control officer to burn bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the City of Mandurah. 4. Placing further restrictions on the burning of garden refuse.
Delegates	Chief Executive Officer
Conditions	This delegation excludes any powers or duties under the <i>Bush Fires Act 1954</i> that require a resolution by Council including the power to make local laws under section 62. This delegation must be exercised in accordance with any relevant Council Policy, that may be in force from time to time.
Statutory framework	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i> <i>Bush Fires (Infringement) Regulations 1978</i>
Policy	Bush Fire Prevention and Control Council Policy
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

ENVIRONMENTAL MANAGEMENT

	DA-EVM 02 Management Plans (to be removed - covered by Implied Authorisation)

FINANCIAL MANAGEMENT

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

Delegation	DA-FCM 03 Investment of Funds
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation by local government
Express power or duty delegated	<i>Local Government Act 1995:</i> s6.14 Power to invest.
Function	Invest funds in accordance with Section 6.14 of the <i>Local Government Act 1995</i> and the policies and guidelines established from time to time by Council.
Delegates	Chief Executive Officer
Statutory framework	<i>Local Government Act 1995:</i> S. 6.14
Policy	POL-FCM 02 - Finance Investment
Date adopted	TBC
Adoption references	TBC

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

Delegation	DA-FCM 06 Defer, Grant Concessions for, or Waive Fees or Write off Debts
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 6.12 Power to defer, grant concessions, waive or write off debts
Function	Defer, waive or grant concessions in relation to fees, or write off debts in relation to the following matters: - Abandoned Vehicles - Food Premises - Impounded Animals - Impounded/Seized Trolleys and Signs - Hire Fees for Community Halls, Pavilions, Public Open Space, Sports Flood Lighting and other hire fees including serviced recreation facilities and libraries. - Planning and Building Service and Application Fees - General Debts
Delegates	Chief Executive Officer
Conditions	This delegation is subject to section 6.12(2) of the <i>Local Government Act 1995</i>, which specifies that a local government cannot grant a waiver or concession for a rate or service charge. The suspension of interest of rates may only be waived for a maximum term of 12 months and in accordance with Council and CEO policies, and procedures. A waiver, write off, deferment or concession given under this delegation may only be granted to a maximum value of \$100,000 per occurrence, except where the decision is due to an administrative error having been made by the City of Mandurah.
Statutory framework	<i>Local Government Act 1995:</i> s. 6.12 <i>Local Government (Financial Management) Regulations 1996:</i> 19AA cannot waive or grant concession in relation to amounts owed under the Local Government (Administration) Regulations 1996, r. 34AE.
Date adopted	TBC
Adoption references	TBC

Delegation	DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 6.49 Payment Agreements
Function	Accept an alternative payment of a rate or service charge or other debt due and payable by a person, in accordance with an agreement made with the person.
Delegates	Chief Executive Officer
Conditions	1) The conditions are in accordance with the relevant and current Council Policies and work procedures. 2) The Rates Supervisor can accept an alternative payment arrangement only for and where the unpaid rate or service charges are expected to be paid within the current financial year. 3) Where the payment arrangement relates to debtors other than for rates and service charges, the repayment of the total debt cannot be for a period of greater than two years.
Statutory framework	<i>Local Government Act 1995:</i>
Policy	POL-FCM 08 Collection of Overdue Debts
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

GOVERNANCE

[illegible]

PLANNING AND DEVELOPMENT

	DA-LUP 01 Advertising of Planning Proposals (to be removed – to be amalgamated into other delegations)

Delegation	DA-PAD 03 Structure Plans and Activity Centre Plans
Category Delegator Express power to delegate Express power or duty delegated	Land Use and Planning Council <i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>) All the powers and duties of the local government under Part 4 (Structure Plans) and Part 5 (Activity Centre Plans)
Function	- To prepare a Structure Plan or Activity Centre Plan; - Where an application is made for a Structure Plan and Activity Centre Plan, determine that the information provided is satisfactory for the purposes of advertising in accordance with clause 17 and 33 of the Deemed Provisions; - Determine that an amendment to a Structure Plan and Activity Centre Plan is of a minor nature and does require advertising in accordance with clause 29 and 45 of the Deemed Provisions; - Provide the Local Government Report to the Western Australian Planning Commission for amendments to an approved Structure Plan and Activity Centre Plan for: - administrative or clarification purposes; or - where additional details are required by the approved Structure Plan or Activity Centre Plan; or - where the amendments do not alter the overall intent and design of the approved Structure Plan or Activity Centre Plan; or - where amendments are advertised and no relevant submissions are received during the advertising process, unless otherwise 'called in' by two or more Elected Members; in accordance with clause 20 and 36 of the Deemed Provisions.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 (Deemed Provisions for Local Planning Schemes) - Part 4 and Part 5
Policy	Nil

Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

	DA-LUP 04 Subdivision (to be removed – covered by Implied Authorisation)

	DA-LUP 05 Clearance of Subdivision Conditions (to be removed – covered by Implied Authorisation)

[illegible]

Delegation	DA-PAD 04 Local Development Plans
Category	Land Use and Planning
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under Part 6 of the Deemed Provisions (Local Development Plans)
Function	1) To prepare a Local Development Plans, where appropriate. 2) Where an application is made, determine that the information provided is satisfactory for the purposes of advertising in accordance with clause 49 of the Deemed Provisions; 3) Where an application is made, determine that a Local Development Plan does not require advertising in accordance with clause 50(3) of the Deemed Provisions; 4) Where an application is made, determine to approve, modify or refuse the Local Development Plan in accordance with clause 52 of the Deemed Provisions subject to where the plan has been advertised, no submissions have been received on relevant matters that can be considered in making a determination on a Local Development Plan; 5) To extend the period of approval for a Local Development Plan in accordance with clause 57 (3) of the Deemed Provisions; Determine that an amendment is of a minor nature and does not require advertising in accordance with clauses 59(4) of the Deemed Provisions.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 (Deemed Provisions for Local Planning Schemes) Part 6
Policy	N/A
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

LAWS AND ENFORCEMENT

Delegation	DA-LWE 01 Prosecutions/Recovery of Unpaid Rates, Service Charges, Fees and Charges
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO <i>Building Act 2011:</i> s. 127(6A) (moved to DA-PBH 10 as Public Health Act is unique in how it allows delegations – and cannot be subdelegated)
Express power or duty delegated	<i>Local Government Act 1995:</i> (appointment not delegation) 6.16 (1) Recovery of Fees and Charges s. 6.56 and 6.64 Rates and Service Charges Unpaid <i>City of Mandurah Local Laws</i> <i>Building Act 2011:</i> s. 133 (moved to DA-PBH 10 as Public Health Act is unique in how it allows delegations)
Function	Serve a notice, or undertake legal proceedings or prosecutions for any breach, offence or claim for which it is the duty of the local government to enforce in relation to: • <i>unpaid rates or service charges, or other fees and charges under the Local Government Act 1995 and associated Regulations;</i> • <i>the Building Act 2011,' and</i> • Councils Local Laws, Lodge or remove a caveat in relation to land for which rates and service charges are unpaid. Delegates will use best endeavours to resolve specific issues through mediation and other means. Legal proceedings will only be initiated where necessary to resolve each specific matter dependant on the nature of the breach, offence or claim.
Delegates	Chief Executive Officer

Conditions	1. If in the opinion of the CEO or a subdelegated officer, the situation warrants it, the initiation of the prosecution will be referred to Council for approval. 2. For legal proceedings relating to recovery of rates or services charges unpaid, the conditions are in accordance with the Council Policy.
Statutory framework	<i>Local Government Act 1995</i>
Policy	POL-FCM 08 Collection of Overdue Debts
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

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

Delegation	DA-LWE 06 Disposal of Impounded Goods/Vehicles
Category Delegator Express power to delegate Express power or duty delegated Function	Laws and Enforcement Council <i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO <i>Local government Act 1995:</i> s. 3.46 Goods may be held until costs paid s. 3.47 Confiscated or uncollected goods, disposal of s. 3.47A Sick or injured animal, disposal of (not necessary to have general power to dispose of property if delegate has specific power) s. 3.40A (4) Abandoned vehicle wreck may be taken 1. IMPOUNDED GOODS - Sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44. 2. Dispose of sick or injured animal 3. IMPOUNDED VEHICLES - Declare an impounded vehicle an abandoned vehicle wreck in accordance with the provision of section 3.40A. Sell or otherwise dispose of any vehicle that has not been collected within two (2) months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned wreck. 4. Refuse to allow impounded goods to be collected until the costs of removing, impounding and keeping them have been paid to the local government.
Delegates Conditions Statutory framework	Chief Executive Officer Money received under 3.47(5) must be credited to the City of Mandurah Municipal Fund. <i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996:</i> r. 29A
Policy	Nil
Date adopted Adoption references Last reviewed	TBC TBC TBC

Delegation	DA-LWE 07 Authorised Officers
Category Delegator Express power to delegate Express power or duty delegated	Laws and Enforcement Council <i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO <i>Cat Act 2011:</i> s. 44 Delegation by local government <i>Dog Act 1976:</i> s. 10AA Delegation of local government powers and duties <i>Building Act 2011:</i> s. 127(1) Delegation by local government <i>Local government Act 1995:</i> s. 9.10 Enforcement and legal proceedings - appointment of authorised persons <i>Local Government (Miscellaneous Provisions) Act 1960:</i> s. 449 Appoint Pound Keeper and Ranger <i>Cat Act 2011:</i> s.48 Appointing authorised persons <i>Dog Act 1976:</i> s. 11(1) Staff and services – appoint fit and proper authorised persons s. 29(1) Power to appoint authorised persons <i>Building Act 2011:</i> s. 96(3) Designate authorised person <i>Building Regulations 2012:</i> r. 70 (1) and (2) Appoint authorised officer and approved officer

Function	Appoint persons/officers or classes of persons/officers as authorised persons for the purpose of fulfilling prescribed functions under the <i>Local Government Act 1995</i> (as listed hereunder), associated Regulations, the <i>Local Government (Miscellaneous Provisions) Regulations 1960</i> and City of Mandurah Local Laws made under the Local Government Act; including but not limited to: • 3.25(1) Notices requiring certain things to be done by owner or occupier of land. • 3.27 Things local government can do on land that is not local government property. • 3.31 Entering property. • 3.39 Power to remove and impound. • 3.40A(1) Abandoned vehicle wreck may be taken. • 9.11 Enforcement and Legal Proceedings - Persons found committing breach of the Act to give name on demand. • 9.13 Enforcement and Legal Proceedings - Onus of proof in vehicle offences. • 9.16 Enforcement and Legal Proceedings - Issue Infringement notices. • 9.24(1)(2) Enforcement and Legal Proceedings - Commencing Prosecutions - Offence against the Act or City's Local Laws. • 9.29(2) Enforcement and Legal Proceedings - Representing Local Government in Court. Appoint persons/officers or classes of persons/officers as authorised for the purpose of fulfilling prescribed functions under the <i>Cat Act 2011</i>, <i>Dog Act 1976</i>, <i>Building Act 2011</i> and <i>Building Regulations 2012</i>.
Delegates	Chief Executive Officer
Conditions	The power to appoint authorised persons, under all legislation referred to in this delegation, cannot be sub delegated.
Statutory framework	<i>Local Government Act 1995</i> Part 3, Division 3, Subdivision 2 – Certain provisions about land Division 2 – Enforcement and legal proceedings <i>Cat Act 2011</i>: s. 48(2) – a person who is not an employee of the local government cannot be appointed as an authorised person for the purposes of s. 62 (Infringement Notices) <i>Building Regulations 2012</i>: r. 70. Only certain people may be appointed as authorised officer or approved officer – see regulation.
Policy	Nil
Date adopted	TBC
Adoption references	TBC

Delegation	DA-LWE 09 Graffiti Vandalism
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Graffiti Vandalism Act 2016:</i> s. 16 Delegation by local government s. 17 Delegation by CEO of local government
Express power or duty delegated	<i>Graffiti Vandalism Act 2016:</i> s. 15 Application – person may be authorised s. 18 Notice requiring removal of graffiti s. 19 Additional powers when notice is given s. 24 (1)(b) Decision that notice should not be suspended s. 25 local government graffiti powers on land not local government property s. 28 Notice of entry
Function	To carry out the powers or discharge of any of the duties of the <i>Graffiti Vandalism Act 2016</i> including but not limited to: 1. Issuing notices requiring removal of graffiti. 2. Recover costs for removal of graffiti. 3. Removal of graffiti on land not local government property. 4. Issuing notices of an intended entry onto private land as requested by Council. 5. Appointing Authorised Officers
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Graffiti Vandalism Act 2016</i>
Policy	POL-CNP 02 Graffiti Vandalism
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

PARKS AND RESERVES

Delegation	DA-PKR 01 Crown Land (Reserves) Management Orders to Council (to be removed – covered by Implied Authorisation)

PUBLIC HEALTH

Delegation	DA-PBH 01 Public Environmental Health Risks (to be removed – covered by statutory authorisations)

Delegation	DA-LOC 02 Alfresco Dining Permits (move to Local Law heading)
Category	Public Health
Delegator	Council
Express power to delegate	<i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Property and Public Places Local Law:</i> All powers and duties of the local government under Part 11 and Part 12 in relation to Alfresco Dining Permits
Function	To approve or refuse alfresco dining licences in accordance with the relevant provisions of the City's Local Laws.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Local Government Act 1995</i> <i>Local Government Property and Public Places Local Law</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

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

Delegation	DA-PBH 04 Food Act 2008 - Appointments
Category	Public Health
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> s. 118 Functions of enforcement agencies and delegation
Express power or duty delegated	<i>Food Act 2008:</i> s. 122 Appointment of authorised officers s. 126(2), (6) and (7) Infringement notices
Function	1) Appoint authorised officers. 2) Appoint designated officers to issue infringement notices. 3) Appoint designated officers to extend payment period for infringement notices or withdraw infringement notices.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Food Act 2008</i>
Policy	Nil
Date adopted	25 June 2019
Adoption references	G.18/06/19

	DA-PBH 09 Submissions Under the Liquor Control Act 1988 (to be removed – covered by Implied Authorisation)

Delegation	DA-PBH 10 Public Health Act 2016 - Functions of an Enforcement Agency
Category	Public Health
Delegator	Council
Express power to delegate	<i>Public Health Act 2016:</i> s. 21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016:</i> (moved to DA-PBH 11)s. 24 Designation of Authorised Officers s. 280 Commencing proceedings (moved from DA-LWE 01)
Function	To exercise the powers or duties conferred or imposed on a local government, as an enforcement agency, under the <i>Public Health Act 2016</i> , relating to: 1) Designating Authorised Officers; 2) Commencing legal proceedings
Delegates	Chief Executive Officer
Conditions	(moved to statutory framework) Nil.
Statutory framework	<i>Public Health Act 2016</i> s. 21 Limits delegations to either CEO or an authorised officer Division 4 – Authorised Officers
Policy	N/A
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-PBH 11 Public Health Act 2016 – Reports by Enforcement Agency (new)
Category	Public Health
Delegator	Council
Express power to delegate	<i>Public Health Act 2016:</i> s. 21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016:</i> s. 22 Reports by and about enforcement agencies (moved from DA-PBH 10)
Function	To exercise the powers or duties conferred or imposed on a local government, as an enforcement agency, under the <i>Public Health Act 2016</i> , relating to: 1) Preparing and providing to the Chief Health Officer, the local government's report on the performance of its functions, or a report detailing any proceedings for an offence under the Act.
Delegates	Executive Manager, Development and Compliance Principal Environmental Health Officer
Conditions	Nil.
Statutory framework	<i>Public Health Act 2016</i> s. 21 Limits delegations to either CEO or an authorised officer
Policy	N/A
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

RECREATION AND CULTURAL SERVICES

	DA-RCS 01 Recreation Centres - Open Hours and Periods of Closure (to be removed- covered by Implied Authorisation)

TRAFFIC AND TRANSPORT

Delegation	DA-TFT 01 Parking Administration
Category	Traffic and Transport
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 local government may delegate some powers and duties to the CEO
Express power or duty delegated	<i>City of Mandurah Parking and Parking Facilities Local Law 2015:</i> cl. 3.1 Determination of parking bays and parking stations cl. 4.3 Event parking
Function	1) To constitute, determine or vary parking bays, parking stations and parking areas, including the introduction of parking restrictions, including but not limited to: - o No Parking - o No Stopping - o Loading Zones - o Disabled parking - o Authorised only parking 2) To authorise temporary variations to parking to facilitate events or other required use of a carparking area.
Delegates	Chief Executive Officer
Conditions	• This delegation does not include: - o the introduction or varying of metered zones; and - o the introduction of permanent timed parking restrictions in excess of 10 bays. • Any parking restrictions imposed will be communicated to Elected Members via the weekly update. • Delegates must maintain an appropriate register to record all parking restrictions implemented as well as the standard delegated authority reporting.
Statutory framework	<i>Local Government Act 1995</i> <i>City of Mandurah Parking and Parking Facilities Local Law 2015</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-TFT 02 Closing of Certain Thoroughfares to Vehicles
Category	Traffic and Transport
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 local government may delegate some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 3.50 Closing certain thoroughfares to vehicles s. 3.50A Partial closure of thoroughfare for repairs or maintenance s. 3.51 Affected owners to be notified of certain proposals
Function	1) To close any thoroughfare that the City manages for the passage of vehicles, wholly or partially, for a period not exceeding four (4) weeks; 2) To close any thoroughfare that the City manages for the passage of vehicles, wholly or partially, for a period exceeding four (4) weeks. 3) To revoke an order to close a thoroughfare; 4) To partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have a significant adverse effect on users of the thoroughfare; 5) To notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land.
Delegates	Chief Executive Officer
Conditions	In respect of Function 1) above: Where practicable to do so, any proposal to close a thoroughfare should be advertised in advance of the closure. Where a thoroughfare is closed without advance public notice, local public notice of the closure is to occur as soon as practicable. In respect of Function 2) above: Prior to a decision being made to close a thoroughfare, local public notice of the intentions and reasons for the closure should be undertaken. In addition, consideration of any submissions received should take place.
Statutory framework	<i>Local Government Act 1995</i> s. 3.50 – 3.51 set out the procedure and legislative requirements which must be followed when closing thoroughfares.
Policy	Nil
Date adopted	TBC

Adoption references	TBC
Last reviewed	TBC

PLANNING AND DEVELOPMENT RESPONSIBILITIES

POLICY

POL-LUP 08

Objective:

To outline the Planning and Development responsibilities that fall outside of Delegated Authority provisions and provide authorisation for certain officers to undertake these responsibilities on behalf of the City of Mandurah.

Rationale:

The City of Mandurah (the City) has a number of responsibilities under the *Planning and Development Act 2005* (the Act), the *Planning and Development (Development Assessment Panels) Regulations 2011* (the Regulations) as well as other planning instruments. This policy provides direction as to how those various responsibilities will be managed by the City.

Statement:

1. Subdivision Applications

All applications for subdivision are determined by the Western Australian Planning Commission (WAPC).

As part of WAPC considering a subdivision, the City will receive a referral and request for a written response to support (with or without conditions) or not support a subdivision application. Importantly, the WAPC is not bound by the City's comment in making its determination of the proposal.

Where an applications is for 20 or more lots and not located within an area covered by an approved Structure Plan or Activity Centre Plan, the application will be referred to Council for consideration as part of the City's referral comments.

2. Clearance of Subdivision Conditions

When the WAPC approves a subdivision application it may do so subject to a number of conditions. Although the WAPC sets the conditions, it may require that the certain matters are approved by or meet the satisfaction of the City. If and when those conditions are met to the City's satisfaction, the City will provide clearance of the condition imposed by the WAPC.

3. Responsible Authority Reports

Under the Act and Regulations, the 'responsible authority' for certain development applications is a Development Assessment Panel (DAP), replacing the role of the local government under the local planning scheme.

If a development application is required to be referred to a DAP for determination, the City is required to provide the DAP with a Responsible Authority Report (RAR) to assist the DAP.

Elected Members must be made aware of all DAP applications via the appropriate communications. If at least two Elected Members call in the application for review within 7 days of the communication, the RAR shall be referred to Council for consideration.

If Council wishes to provide information or make recommendations to the DAP, which are not already outlined in the RAR, they may do so by preparing a submission which will be presented to the DAP by the relevant planning officer, at the DAP meeting.

4. Management Orders relating to Crown Land

Under the *Land Administration Act 1997* and various other legislative instruments, the Minister for Lands may vest land with the City by way of a Management Order. In certain situations, consent from the City is required before a Management Order can be made. In such instances, the Manager Land Management may consent to such an order being made on behalf of the City, in circumstances where Council has already decided in principal, to the order being made.

5. Management Plans

A development approval granted by the City of Mandurah, the WAPC or a DAP, may be conditional on the subsequent approval of a Management Plan, or other development related Plan, by the City. The City may approve such Plans if they meet the requirements of the City.

Responsible Directorate:	Sustainable Communities
Reviewer:	Manager Planning and Land Services
Creation date:	Minute G.XX/XX/XX, Date
Amendments:	N/A
Related Documentation:	

9	SUBJECT:	Draft Local Planning Scheme 12 and Draft Local Planning Strategy: Final Support
	DIRECTOR:	Executive Manager Development and Compliance
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.18/4/19 30 April 2019 Council adopted a modified Local Planning Scheme and Strategy which incorporated changes suggested by the Environmental Protection Authority.
- G.6/01/17 24 January 2017 Council adopted draft Local Planning Scheme No 12 and a revised Local Planning Strategy for forwarding to the Western Australian Planning Commission and the Environmental Protection Authority for consent to advertise the Scheme.

- G.25/3/14 25 March 2014 Council adopted the draft Mandurah Planning Scheme (Scheme Text and Scheme Maps dated March 2014) for forwarding to the Western Australian Planning Commission and the Environmental Protection Authority for consent to advertise the Scheme.
- G.21/10/13 15 October 2013 Council adopted the Mandurah Planning Strategy for forwarding to the WAPC for certification and consent to advertise.
- G.26/7/13 23 July 2013 Council resolved to prepare a new local planning scheme.
- G.25/12/12 18 December 2012 Council acknowledged the preparation of key strategic studies which will inform and maintain the City's Town planning Scheme and progress the Local Planning Strategy.

Background

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

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

Council adopted a revised Local Planning Scheme – Local Planning Scheme No 12 (Scheme 12) and a revised Local Planning Strategy at its meeting of 24 January 2017 for the purposes of forwarding to the Western Australian Planning Commission for consent to advertise.

Whilst the Scheme 12 will replace Scheme 3, it is considered that the Scheme is a consolidation of Scheme 3 primarily by a removal of the administrative procedures and inclusion of zones and reserves from local structure plans for land that has been subdivided. This is distinct from a complete Scheme review process whereby major changes to the zoning and development outcomes for land is proposed.

In the preparation of Scheme 12, the first question asked is why the jump from Scheme 3 to Scheme 12. Scheme 12 has been allocated as it appears to be the next Scheme number in the Department for Planning's system.

Officer research has revealed the following with respect to existing and previous planning schemes in operation in Mandurah:

No	Gazettal Date	Description	Revocation Date
1	26 June 1970	Scheme applicable to Central Mandurah	30 December 1983
1A	30 December 1983	First District Planning Scheme	21 July 1999
2	16 January 1981	East Mandurah Guided Development Scheme	unconfirmed
3	21 July 1999	Current Operative Local Planning Scheme	
4	1 December 1995	Port Bouvard Waterway Management	4 September 2009
6	15 August 1995	Mandurah Marina Waterway Management	23 February 2007
10	26 June 1981	Goegrup Special Rural Development Scheme	21 July 1999
11	5 October 1994	Yalgorup Special Rural Development Scheme	21 July 1999

Details relating to Schemes 5, 7, 8 and 9 and the revocation of Scheme 2 have not been identified as they related to individual land developments in the early 1980's. Notwithstanding, this has little relevance to the content and structure of Scheme 12.

Scheme 12 will continue to rely on Structure Plans to guide and control development outcomes in new urban development areas with the Structure Plan requirements now provided in the Deemed Provisions.

However, this focus is decreased from the provisions of Scheme 3 as demonstrated below:

	Scheme 3	draft Scheme 12	Difference
Areas Requiring a Structure Plan	2347ha	724ha	1623ha
Areas with approved Structure Plan	2172ha	658ha	1514ha
Areas with no approved Structure Plan	175ha	66ha	109ha

The key result is the transfer of developed land into the zones from the Structure Plans into the Scheme.

Major Changes from Scheme 3

Scheme 12 does not propose to make significant changes to the zoning or the residential density code to general areas as is generally provided for in new planning schemes. However due to the stage of development in Mandurah, a number of modifications from the current provisions of Scheme 3 not already identified above include the following:

- Canal Zone

The existing Canal Zone is proposed to be removed from the Scheme 12 and replaced with the residential zone (or local reserve). With the exception of the early stage of Port Mandurah and Waterside, these canals developments are covered by an ODP together with scheme provisions for land uses and setbacks. This proposal seeks to streamline the provision of the Scheme 12 by reducing the number of zones but retain the development requirements to deal with setbacks to the canal walls. Further reviews of existing local planning policies following the gazettal of Scheme 12 will be necessary to compliment these provisions (as is current practice).

- Rural / Rural Residential zone

A majority of Rural and Rural Residential zoned land within the southern portion of the Scheme boundary was proposed to be included in the Southern Rural Structure Plan zone however due to the LPS Regulations not providing for a Structure Plan to be prepared over Rural areas, this approach was refused by the WAPC and Minister for Planning through Amendment 121 to Scheme 3.

Amendment 136 to Scheme 3 was completed in 2018 and seeks to include the provisions from the Southern Mandurah Rural Structure Plan into Scheme 3 by creating the following zones and lot size requirements:

- Rural Residential (Minimum 5 hectares)
- Rural Smallholdings (Minimum 10 hectares)
- Rural (no further subdivision)

The provisions of Amendment 136 have been included into Scheme 12.

New Provisions

Scheme 12 seeks to introduce additional provisions not currently included in Scheme 3 such as the following:

- Provisions linking the identification of Flood Hazard Areas by the Department of Water to ensure the provisions of the relevant Australian Standard and Building Code of Australia can apply to the construction of new dwellings.
- The Significant Tree Register being formalised as a register under the Scheme. At the present time, this register is covered by a local planning policy.
- Expanding on the forms of development that do not require development approval to include the small-scale development on commercial and industrial buildings, private schools and golf courses subject to the development being consistent with boundary setbacks as set out in the R-Codes;

Additional exemptions from the need for development approval can also be facilitated through local planning policies. Recent policy work completed such as signage and waterways structures being exempt if they comply with the policy is another step to assist in reducing red tape.

Process

Meetings and discussions with the Department of Planning, Lands and Heritage (DPLH) Peel Region's officers were held in September 2017 and then again in March 2018, resulting in the City's officers submitting an updated version of the Local Planning Strategy to the Commission in March 2018, and agreeing to modifications to the Scheme (largely format related).

In September 2018, the City received advice that the WAPC had examined the documents provided, and that subject to modifications, had determined the Scheme was suitable to be advertised in accordance with the Regulations. Prior to advertising, the documents were required to be referred to the Environmental Protection (EPA) for consideration pursuant to s82 of the *Planning and Development Act 2005*.

Scheme 12 was subsequently referred to the EPA and in November 2018, a request for additional information was received. In particular, additional information was requested regarding:

- The reasoning for proposing the 'Urban Development' and 'Rural Residential' zones for land mapped as Conservation Category Wetland (CCW) on Lot 10 Old Pinjarra Road, Greenfields;
- The reasoning for rezoning vegetated and undeveloped 'Rural' zoned land to 'Rural Smallholdings' (minimum lot size 10 hectares) and 'Rural Residential' (minimum lot size 5 hectares), given that such rezoning will allow for further subdivision and fragmentation of remnant vegetation;
- Lot 2 Old Coast Road and Lots 20 and 21 Estuary Road, Bouvard, seeking clarification that the site would require structure planning and that future subdivision proposals will be referred to the EPA under section 38 of the EP Act for consideration of assessment.

Officers met with officers of the EPA and Department of Planning, Lands and Heritage (DPLH) to discuss the concerns raised in the above correspondence. To allow for the environmental implications of the zoning changes to be explored in more detail (without holding up the progress of the entire Scheme) and to ensure that the environmental sensitivity of the above sites was flagged within the local planning framework, a number of changes to Scheme 12 and the Local Planning Strategy were proposed.

These changes were considered by Council in April 2019 where it was resolved to adopt the modified Scheme and Strategy and forward the documents to the EPA and again to the WAPC, seeking consent to advertise.

Notification was received on 4 June 2019 from the Office of the EPA, advising that the Scheme had been examined and the decision was made not to assess the scheme under Part IV, Division 3 of the *Environmental Protection Act 1986*. Consent to advertise Scheme 12 and the Local Planning Strategy was subsequently granted by the WAPC in October 2019.

Comment

In accordance with the requirements of the LPS Regulations, advertising of the Scheme and Strategy commenced in November 2019, with the submission period closing on Friday 28 February 2020. During this time 21 submissions were received, a summary of which have been included within *Attachment 9.1*.

A number of issues were raised within the submissions received, as outlined below:

Classification of Centres

Three submissions were received regarding the classification of centres applied to properties including the Meadow Springs and Greenfields Shopping Centres and a local centre at 2141 Old Coast Road, Bouvard.

In accordance with activity centre hierarchy specified within State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP4.2), centres within the City of Mandurah have been classified and zoned as either a Local Centre, Neighbourhood Centre, District Centre or Strategic Centre. SPP4.2 is primarily concerned with the distribution, function, broad land use and urban design criteria of activity centres, and aims to provide an even distribution of jobs, services and amenities throughout Perth and Peel. SPP4.2 identifies existing and planned activity centres of district centre level and above, and within Mandurah these include:

- Strategic Metropolitan Centres – Mandurah City Centre
- District Centres – Falcon, Halls Head and Lakelands

Neighbourhood and Local Centres are described as local community focal points that help to provide for the main daily to weekly household shopping and community needs and are a focus for medium density housing. The Local Centre classification applies to any centre with a shop-retail floorspace under 1500m² NLA. In Mandurah examples of neighbourhood centres include the Meadow Springs and Erkin shopping centres, and the Seascapes centre, Bouvard Tavern and Greenfields super deli and bakery providing examples of a local centre.

Meadow Springs Shopping Centre

The submission received on behalf of the owners of the Meadow Springs shopping centre, seeks a reclassification of the centre from 'Neighbourhood Centre' to 'District Centre', given its size and significance in the local context. The submission suggests the role and function of the Meadow Springs shopping centre is more consistent with the definition of a 'District Centre' as it includes a Discount Department Store, medical uses and a number of food and beverage/takeaway outlets.

In addition, population and retail floorspace forecast analysis provided by the owners suggests that Meadow Springs shopping centre will need to expand beyond what is allowed for in the City's planning framework, to accommodate floorspace requirements for the wider catchment.

It is noted that the population and floorspace analysis undertaken include the catchment serviced by the Lakelands District Shopping Centre, and whilst it is recognised that this catchment will experience increased population and subsequent floorspace demand due to the ongoing development of Lakelands and Madora Bay, this demand can be met by the Lakelands District Centre. Meadow Springs shopping centre has not been identified as a 'District' level activity centre within SPP4.2 or within the South Metropolitan Sub-Regional Planning Framework, and whilst a Discount department store is located at Meadow Springs, the size and function of the shopping centre is consistent with the definition of a 'neighbourhood centre' as defined by SPP4.2.

Greenfields Shopping Centre

Under Scheme 12, the 'Local Centre' zone has been applied to the Greenfields Activity Centre which consists of three lots on the corner of Eaglemont Street and Kirkpatrick Street. Lot 46 contains the shopping centre, comprising of a supermarket, liquor store, specialty stores and café/restaurants. Lot 49 contains a service station and drive through coffee outlet, and Lot 47 is currently vacant.

Under the current Scheme 3, this land is included within the 'Urban Development' zone, with all development being subject to the Central Park Structure Plan. The Central Park Structure Plan identified the site as a 'Local Centre', listing the following land uses as being permitted: Child Care Premises, Consulting Rooms, Convenience Store, Dwelling, Health Studio, Liquor Store, Medical Centre, Office, Café / Restaurant, Service Station, Shop, Take Away Food Outlet and Tavern.

A submission has been received on behalf of the owners of Lot 46 (the shopping centre site), requesting the retention of the 'Urban Development' zone, in order to retain the land uses previously permitted under the Central Park Structure Plan, in particular the 'Fast Food Outlet, Service Station and Tavern land uses, which are not permitted under the Local Centre zone. In addition, the submission requested the retention of the R-AC3 density code previously permitted under the Central Park Structure Plan which was converted to an R40 density code under the draft Scheme 12.

Throughout the Scheme area, land has been removed from the Urban Development zone where development has been realised, and the relevant zone applied. The Local Centre zone was applied to reflect the 'local centre' designation within the Central Park Structure Plan. It is however acknowledged that the proposed Local Centre zone does not provide for a number of uses which were previously permitted under the Central Structure Plan and either exist, or have been planned for, on both Lots 46 and 49 Eaglemont Street.

In addition, following a review of the guidance provided by SPP4.2, it is considered that the size and function of the Greenfields activity centre is more in keeping with a neighbourhood centre which has also been applied to the Meadow Springs and Erskine centres. Modifying the centre classification to a Neighbourhood Centre zone would allow for a 'Fast Food Outlet' and 'Service Station' to be permitted under proposed Scheme 12, however a 'Tavern' would remain a prohibited use. This is considered appropriate given the proximity of future residential development to the site. Small bars, with a capacity of up to 120 people, could still be considered under the Neighbourhood Centre zone.

Rezoning the site from 'Urban Development' to a 'centre' zone would result in the Central Park Structure Plan no longer applying to the subject lots. A key component of the Central Park Structure Plan was the inclusion of built form provisions requiring the creation of 'main street' edge and the provision of a high-quality design that encourages the creation of an 'urban village'. As Lots 46 and 49 are largely developed, it is considered appropriate that these lots are 'normalised' into a 'centre' zone. As Lot 47 remains vacant however, there is merit in retaining the 'Urban Development' zone, and the associated built form provisions, to ensure the 'main street' built form outcomes are realised over the site.

It is therefore recommended that Lots 46 and 49 Eaglemont Street be included within the Neighbourhood Centre zone with a R-AC3 density code applied to site, and Lot 47 Eaglemont Street be included within the Urban Development zone of Scheme 12.

2141 Old Coast Road, Bouvard

A service station was previously located on the site operating from the late 1970's through to 2012, when it was de-commissioned and underground fuel related infrastructure removed from the site. Under draft Scheme 12, the site has been identified as a 'Local Centre', reflective of its current use as a 'general store'. Under this zoning a 'Service Station' is a prohibited use, however retail and residential uses can still be permitted. The owner of the site has requested that the option of a service station, residential and commercial uses be retained on the site.

Under Scheme 3 the property is zoned 'Rural' under which a Service Station is also a prohibited use. As the service station was operational prior to the gazettal of Scheme 3 however, the use was permitted under the 'non-conforming use right' provisions of the Scheme.

These provisions state that "when a non-conforming use of any land or building has been discontinued for a period of six months or more, such land or building shall not thereafter be used otherwise than in conformity with the provisions of the Scheme". The service station closed in 2012 and the site has been de-commissioned, thereby ceasing the non-conforming use rights. The site is listed as a 'contaminated site' having been remediated to a restricted use level. Due to the presence of hydrocarbons in

groundwater, any new buildings proposed to be constructed at the site should be constructed using standard 'slab on grade' methods, and should not include any below-ground structures such as basements or cellars.

Due to the nature and extent of groundwater contamination, the abstraction of groundwater for potable or non-potable domestic uses (such as garden irrigation and filling swimming pools) is not recommended.

The owners' desire to retain the ability to operate a service station in the future is acknowledged. However, further detailed investigation into the appropriateness and potential impacts of this use is required, given the sites' location in close proximity to Lake Clifton and the Peel Harvey Estuary. It is recommended therefore that the local centre zoning be retained and should the owner wish to pursue a service station in the future, a separate amendment to the Scheme be considered. This would enable the City to consult further with the relevant State Government agencies to determine whether this use would be appropriate for the site.

Mandurah Quay

A submission was received on behalf of the owners of Lot 9201 Conservation Loop and Lots 2001 and 2002 Marina Quay Drive in Erskine, seeking a modification to the zoning of Lots 9201 and 2001 (Subject Site 1) from 'Tourism' to 'Residential' and modifications to the 'Special Use' provisions that apply to Lot 2002 (Subject Site 2).

Site 1

Subject Site 1 has been developed with 27 short stay accommodation units, which have access to communal facilities consisting of a swimming pool, gym, tennis courts, and external courtyards/barbeque facilities. The site is zoned 'Tourist' under Scheme 3 and is proposed to be retained in the 'Tourism' zone under draft Scheme 12. The owners of the site have requested the site be included within the 'Residential' zone to allow the conversion of the short stay units to residential units.

In addition, the submission requests that consideration be given to including the 'Dwelling' land use as a discretionary land use within the 'Tourism' zone. The advertised version of the Scheme currently lists this use as a prohibited use. The rationale provided within the submission includes:

- The site is not ideally located for designation as a 'Tourism' zone as it is not located in proximity to other tourist attractions or facilities; is surrounded almost exclusively by residential development; there is limited demand for tourism development within the locality; and the site is relatively isolated with limited public transport options.
- A 'residential' zoning would aid in achieving the urban consolidation outcomes of the South Metropolitan Peel Sub Regional framework and the City's Urban Form and Housing Strategy.
- The site is surrounded to the north, south and west by residential development and the inclusion of the site in the 'residential' zone would be an appropriate and logical extension of these areas.
- The prohibition of all dwellings within the land use table of proposed Scheme 12 is inconsistent with the objectives of the 'Tourism' zone within Scheme 12 which includes, *'to allow for limited residential uses where appropriate'*.

Subject Site 1 has been identified within Council's Local Tourism Strategy as endorsed by the WAPC in 2009, and the advertised Local Planning Strategy, as a 'Strategic Tourism Location' given its proximity to a significant attractor, the Peel Harvey Estuary.

Whilst it is acknowledged there may be concerns with regards to the long term need and viability of tourism within this location, further information and justification is required prior to the consideration of residential uses, including consultation with Tourism WA and the surrounding community. A change in zoning to 'Residential' at this point in time would circumvent this process and not enable the full implications of the

loss of a significant tourism site to be explored. It is recommended that should the landowners wish to pursue this option, a separate amendment be initiated addressing Council's previous recommendations.

With regards to the permissibility of dwellings within the Tourism site, it is recognised that permanent residential dwellings often make up a component of tourism developments and can assist with the long-term viability of a tourism site. There is a need, however, to ensure that permanent residential development does not compromise the tourism value of 'Tourism' zoned locations. Under Scheme 3, residential development was listed as a discretionary use within the 'Tourist' zone, however the lack of criteria used to determine this discretion was identified as a key issue within the Local Tourism Strategy.

Within Scheme 12, the 'Tourism' zone has only been applied to a limited number of sites. In addition to the 'Subject Site 1', these sites include:

- Lot 507 Apollo Drive, Halls Head (Quest Mandurah) – The site is developed with a mix of permanent residential and short stay accommodation units. Of the 73 apartments, 58 are for short stay accommodation (80%). Recommendation 5 of the Tourism Strategy recommends a minimum 75% Tourism / maximum 25% Permanent Residential be applied to the site, unless otherwise approved by Council;
- Lot 371 Country Club Drive, Dawesville (Southport Resort) – Currently vacant, Lot 371 was identified within the Southport Resort Development Guide Plan (DGP) as a tourism accommodation site with 100% tourism accommodation to be provided. Up to 4 storeys can be permitted in accordance with the DGP. Recommendation 3 of the Tourism Strategy recommends 100% Tourist / No Permanent Residential, unless previously approved);
- Lot 10 Old Pinjarra Road, Greenfields (Old Bird Park) – Currently vacant, Lot 10 Old Pinjarra Road was previously occupied by a bird park. The site is significantly constrained due to the presence of a Conservation Category Wetland on the site. Any development on the site will need to be compatible with the significant environmental qualities of the site.

As permanent dwellings already form part of existing tourism developments within the 'Tourism' zone, and consistent with the objectives of the 'Tourism' zone, it is recommended that single, grouped and multiple dwellings be listed as a discretionary use ('D' use) within the Tourism zone. It is however, further recommended that in line with the recommendations of the Local Tourism Strategy, that specific criteria be included within Schedule 3 - Specific Site and Development Requirements as follows:

No	Description of Land	Requirement
6	Lot 507 Apollo Drive, Halls Head	(a) Development of up to 4 storeys may be permitted. (b) A minimum of 75% Tourism Uses and maximum of 25% Residential Uses to be provided.
7	Lot 371 Country Club Drive, Dawesville	(a) 100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by Council.
8	Lot 9201 and 2001 Marina Quay Drive, Erskine	(a) 100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by Council.
9	Lot 10 Old Coast Road, Greenfields	Any significant development proposal will require referral to the Environmental Protection Authority under s.38 of the Environmental Protection Act 1986.

Site 2

Lot 2002 Mandurah Quay Drive consists of 1.7ha containing the Mandurah Quay Resort and carpark, with the remainder of the site remaining vacant. Under Scheme 3 the site is zoned 'Tourist', and Scheme 12 proposes a change in zoning to the 'Special Use' zone. The 'Special Use' zone applies to land that does

not comfortably fit within any other zone, and allows for special uses to be permitted through inclusion within Table 6 of the Scheme. Within Table 6, the range of land uses that may be permitted on Lot 2002 include marina, holiday accommodation, serviced apartment, motel, tourism development, dwellings, convenience store, market, shop, liquor store – small bar, reception centre restaurant/cafe and small bar.

In addition, conditions applicable to development on the site include a requirement for a local development plan to be prepared prior to development.

The landowner has requested that land use permissibility classes be applied to each of the land uses listed within Table 6 to reduce any ambiguity. Permissibility classes of land uses are used within the zoning table of Scheme 3, in accordance with the Regulations, with the following meanings being applied:

- P Permitted if complies with all the relevant development standards and requirements of the Scheme.*
- I Permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land.*
- D Use is not permitted unless the local government has granted development approval.*
- A Use is not permitted unless the local government has granted development approval following advertising of the proposal.*
- X Use is prohibited.*

The submission states that without the application of land use permissibility classes, it is unclear how each of the land uses listed would be assessed by the City and what level of presumption towards their acceptability would be held. In particular the owners are of the view that the 'Dwelling' land use should be a 'P' (permitted) use stating the site is identified as an 'Urban Neighbourhood' under the Strategy, and is therefore contemplated for residential development. This would also be consistent with the surrounding 'Residential' zoning. In addition, the submission requests the application of the R40 density code to residential development, similar to what has been applied to other 'Special Use' sites.

The subject site has been identified with the draft Local Planning Strategy and Local Tourism Strategy as a key tourism site due to the opportunity to provide for a quality tourism accommodation experience within close proximity to a key attractor. Under both strategies, the need for further detailed planning prior to the development of the site to determine the form and scale of development is highlighted.

This could include a combination of tourism and residential development, the potential for a multi-storey component and activity-based development. Until this detailed planning has occurred, assigning permissibility to the land uses listed within Table 6 is problematic and may result in unintended consequences including the development of the site purely for residential purposes.

This was not the intent of the 'Special Use' designation for the site, nor the intent of the Local Tourism Strategy. It is accepted, however, that this intent is not clearly articulated within the conditions applied to the site through draft Scheme 12, which currently refers to the requirement for a local development plan. Equally, a local development plan would not adequately address the need to determine the most appropriate form or scale of development on the site.

It is therefore recommended that Table 6 be modified to strengthen the provisions by replacing Condition (a) with "Prior to any development occurring on the site, a structure plan is to be prepared in accordance with the requirements of the Deemed Provisions, to determine the form, scale and degree of tourism development in this location."

Aged Care

Two submissions were received regarding the consideration of Aged Care within the Local Planning Strategy and draft Scheme. The submissions related to two specific sites, Lot 621 Catalina Drive, Lakelands and 10 lots owned by Uniting Church Homes on the corner of Davey Street and Anstruther Road.

Within the submissions, concern was raised that the draft local planning strategy does not recognise or acknowledge the trend of an aging population or the need to identify and incentivise the development of facilities for the accommodation and care of aged persons. The submissions suggest that an analysis of the existing and future projected demographics within Mandurah, identification of incentives to facilitate development of residential aged care throughout the municipality, and identification of suitable sites (including those subject to the submissions) should be addressed within the local planning strategy.

Currently the draft Local Planning Strategy does not specifically address the need for provision of aged care homes and facilities, however does recognise that of the 20,000 additional dwellings required to meet future population growth, 13,200 dwellings will be occupied by two or less people. In addition, it is acknowledged within the Strategy that there is a need for affordable housing and that a variety of housing choices and built form outcomes are required to support a range of demographic profiles based on household size, age profiles and socio-economic circumstances.

The Local Planning Strategy is supported by a number of component background strategies, including the Urban Form and Housing Strategy. Further detail is provided within this component strategy document on the existing and expected future household structures needed to be accommodated within Mandurah based on population and household forecast.

In October 2019, the WAPC released a draft position statement on Residential Aged Care for comment. The draft Position Statement sought to support the consideration and provision of residential aged care within the local government planning framework, through consistent consideration of aged care needs in local planning/housing strategies and consistent statutory planning guidance to standardise aged care-related definitions and zoning permissibility in local planning schemes.

In making a submission on the draft position statement, the City's officers advised that it was considered that the market would determine whether there is need for additional provision, which would then be addressed through a standard development approval process in appropriate locations. The City advised that under both the existing and proposed local planning schemes, aged care facilities were permitted in all zones with the exception of the industrial and rural zones, and that whilst it is accepted that there is a need to consider how aged care facilities are provided within the local planning framework, the extent to which this needs to be done will differ between local governments, dependent on the demographics, the levels of growth, and the existing provision of aged care facilities.

Given the existing level of aged care facilities and housing within Mandurah, and the fact that both the existing Scheme 3 and proposed Scheme 12 allow for these land uses in the majority of zones, it is considered unnecessary for further investigations to be undertaken prior to the endorsement of both the local planning strategy and scheme.

In addition to the comments on the draft Local Planning Strategy, the two submissions also expressed concern with the definitions provided within Scheme 12 and the car parking rates specified for 'aged care'. Scheme 12 includes two definitions for aged care facilities including as follows:

Aged care - means premises used to provide accommodation and personal or nursing care for the aged and may include recreational, health and laundry facilities and services for residents of the facility.

Nursing home - means premises used for the medical treatment or care of aged or sick persons as residents together with ancillary facilities for staff and family members of the people in care.

The two submissions have requested that the Nursing Home definition be deleted as the terminology is outdated, and the Aged Care land use definition be modified in accordance with the definition provided within the draft DPLH position statement states:

Residential aged care facility: a residential facility providing personal and/or nursing care primarily to aged or dependent persons which, as well as accommodation, includes appropriate staffing to meet the nursing and personal care needs of residents; meals and cleaning services; furnishings, furniture and equipment. This may consist of multiple components that include residential respite (short-term)

care, aged or dependent persons' dwellings and a retirement village, but does not include a hospital, rehabilitation or psychiatric facility.

No definitions for Aged Care Facilities are provided within the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Following consultation with officers from the DPLH, and in line with the submissions received, it is recommended that the aged care land use definition be modified in accordance with the definition provided in the draft DPLH position statement, and that the definition of a nursing home be deleted.

With regards to carparking rates, draft Scheme 12, includes aged care facilities within the 'residential land uses' category, under which carparking rates are required to be consistent with the R-codes with the additional of one bay for home business.

Within the submission received, it was requested that the proposed carparking rate for aged care should be removed as the R-Codes do not apply to residential aged care facilities, and that if a replacement rate was proposed, the new rate be low as an incentive to the development of these facilities. Under the current Scheme 3, carparking rates for an aged care facility are specified as 1 bay for every staff member plus 1 bay for every two beds. In recent applications however, these requirements have been reduced following the submission of a traffic management plan including a carparking needs analysis. In general, this has resulted in 1 bay per 4 beds, and 1 bay for every employee present being provided. This rate is consistent with the rates being applied in other local government areas.

It is therefore recommended that the carparking rate of *"1 bay per 4 beds, plus 1 bay per staff member present, or as otherwise determined by Council following the submission of a traffic management report"* be applied to Residential Aged Care facilities within Scheme 12. Where independent accommodation is to be provided as dwellings, carparking should be provided in accordance with the relevant dwelling type under the Residential Design Codes.

Large Format Retail

A submission was received from the Large Format Retail Association (LFRA) acting on behalf of its membership base, being large format retailers, investors, owners, developers and service suppliers. The LFRA have advised that the large format retail market has in recent times, been the fastest growing sector in the retail market, and with structural shifts within the retail market and increasing population, this growth is likely to continue. The LFRA has recommended the City undertake demand analysis to ensure there is a sufficient supply of land to support large format retail activities

The draft Local Planning Strategy has limited discussion on large format retail options with the exception of the identification of service/business precincts and highlighting the need to capitalise on the future Nambeelup Industrial Precinct through the provision of support services within the Gordon Road precinct. Within the Activity Centre Strategy, demand analysis was undertaken for large format retail, with two scenarios explored for the allocation of this land use. The preferred outcome detailed within the Strategy was for 'other retail', incorporating large format retail, to be focused in the Gordon Road precinct, to build on the existing presence of this activity in this precinct. Additional development of 'other retail' was also identified along east Pinjarra Road/Lakes Road, with Pinjarra Road west capped at 20,000m².

Further the Planning Strategy states:

"The Gordon Road Precinct is ideally situated to regenerate into a key employment and service based precinct transitioning from the existing light industrial areas to a significant showroom and service commercial precinct, with a focus on achieving a more efficient use of the area and improved appearance. This area is well located in terms of its central location, access to regional roads and infrastructure and provides opportunities for employment.

Key to the future redevelopment of this precinct is the future development of the Nambeelup Industrial area which will provide 1000ha of non-heavy industrial land, providing an opportunity for the Gordon Road precinct to accommodate support services to the Industrial area rather than house industrial land uses.

Moving forward, transport infrastructure between these two locations is critical, requiring a focus on the east-west link of Gordon and Lakes Road."

In reviewing this submission and the content of the Planning Strategy, it is opportune however, to consider undertaking further detailed planning of the existing 'industrial' area at Greenfields. Since the original subdivision and development of this area, no key review of development requirements, lot sizes, setbacks, streetscape, signage or the like has been undertaken. It is recommended that a further action be added to the Planning Strategy to undertake a Precinct Plan for the existing Industrial Area to review the precinct and make recommendations for future development outcomes.

In addition, the LFRA has requested:

- The definition of 'Bulky Goods Showroom' be modified consistent with the provisions of the Local Planning Scheme Regulations;
- The minimum floor space requirements for tenancies of 300m² and minimum lot size of 2000m² within the 'Service Commercial' zone be removed to encourage owners and developers to be more creative and innovating in the dissection of floorspace.

The variations between the draft Scheme 12 and the provisions of the Local Planning Scheme Regulations are minor in nature and it is therefore recommended that the 'Bulky Goods Showroom' definition be modified within Scheme 12 to reflect the definition within the Regulations. The minimum floor space and lot size requirements currently specified within the draft Scheme for the 'Service Commercial' zone are however considered appropriate, given the objectives of the zone are:

- To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.
- To provide for a range of wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones.

Retail uses and tenancies less than 300m² can be more appropriately located in identified activity centres.

Lot 107 Wattleglen Ave, Erskine

A submission was received in regards to Lot 107 Wattleglen Avenue, Erskine, requesting consideration of a change in zoning of the 3000m² lot from Service 'Commercial' to 'Residential R40'. The lot is one of two 'Service Commercial' lots on the northern side of Wattleglen Avenue across from the Galbraith Loop Business precinct. These two lots were zoned 'Service Commercial' in 2010, as a result of Amendment 108 to Scheme 3, following the establishment of the Galbraith Loop Business precinct in 1996. The submission relates only to Lot 107.

The landowner is seeking a rezoning to 'Residential R40' in keeping with the land adjoining the property to the north and the land on the opposite side of Binnar Court. The landowner has advised that they have been unable to facilitate viable commercial development of the site due to the following reasons:

- The wide availability of existing commercial or industrial land;
- Lack of demand for permissible land uses;
- Difficulty in providing safe and convenient commercial access; and
- Limited physical association of the land with the rest of the Business Precinct.

Furthermore, the landowner believes a residential development at an R40 density would be consistent with the existing established homes in Binnar Court. An indicative concept plan was provided with the submission proposing a 13 unit development.

As Lot 107 Wattleglen Avenue is located immediately adjacent to residential zoned land and as there is sufficient existing supply for service commercial land provided within Mandurah, the proposed rezoning to 'Residential' is not without merit. However, this change should not be considered in isolation of the

adjacent 'Service Commercial' site (Lot 121). The range of land uses permitted within the Service Commercial zone include light and general industrial uses, transport depots, bulky good showrooms and motor vehicle repairs. Adequate separation between these uses and residential and other sensitive land uses needs to be provided to control the impacts of emissions (including noise, light and odour).

The EPA's '*Guidance for the Assessment of Environmental Factors – Separation Distances between Industrial and Sensitive Land Uses*', provides advice on the use of generic separation distance for a range of industrial uses which vary from 50-500m for the types of uses permitted within the Service Commercial zone. A change in zoning of Lot 107 Wattleglen Avenue has the potential to impact on the development potential of the adjacent lot, as the responsibility for providing adequate separation buffers lies with the emitter.

It is therefore recommended, that whilst the proposal to rezone Lot 107 Wattleglen from 'Service Commercial' to 'Residential R40' has merit, the proposal should be dealt with as a separate amendment to Scheme 12 to enable adequate consultation with the adjacent landowner, and consideration of separation buffers in accordance with EPA guidance.

Industry to Service Commercial

Scheme 12 proposes a number of zoning changes within Mandurah's industrial areas, with a number of properties being rezoned from 'Industrial' to 'Service Commercial'. The change in zoning applied to two locations. The first location includes a strip along Gordon Road and Mandurah Road in accordance with the recommendations of the Gordon Road Structure Plan. This plan sought to improve the interface between the industrial uses in this location and Gordon and Mandurah Roads, and double as a buffer between light industry and the nearby residential and educational land uses. The second location is within the Galbraith Loop industrial area. Under Scheme 3, the Galbraith Loop industrial area was split into a 'Service Commercial' zone and 'Light Industry' zone. However, given the nature of existing development within the area and the close proximity to surrounding residential dwellings, under Scheme 12 the entire area has been included within the 'Service Commercial' zone.

Whilst all land uses that are permitted within the 'Industry' zone of Scheme 12 may be permitted within the 'Service Commercial' zone, the land use permissibility of some of these uses has changed from 'permitted' to 'discretionary', requiring Council approval prior to development or a change of use. This enables an assessment to be undertaken of the potential amenity impacts of a development and the compatibility of the development within its setting, and to allow conditions to be placed on any approval.

A submission has been received on behalf of the proprietor of 35 and 37 Galbraith Loop in Erskine objecting to the change in zoning from 'Industry' to 'Service Commercial'. The basis for the objection is that the change of zoning will result in industrial uses previously permitted, now not being permitted without a development approval, which may detrimentally affect the value of the property.

Whilst an approval will now be required, no uses that can be permitted in the 'Light Industry' zone have been prohibited within the 'Service Commercial' zone. The change in zoning does however enable an assessment of a proposal to ensure compatibility with, and minimisation of impacts on, the nearby residential areas. For this reason, no changes are recommended as a result of the submission received.

Lot 7 Dunkeld Drive, Herron

A submission has been received objecting to the rezoning of the majority of Lot 7 Dunkeld Drive, Herron from 'Rural Residential' to 'Rural Smallholdings', increasing the minimum lot size applicable to the site from 5 hectares to 10 hectares. Within the submission it is noted that nearly all the surrounding land has been subdivided into lots of 2 to 3 hectares, and that the proposed changes would "reduce the value of the land". Within the submission, the City has also been requested to explore the possibility of the City, State and Federal Government contributing to the purchase of the property at its current market value, if the land is believed to be of such environmental significance that the subdivision potential of the land should be reduced. This matter is beyond the scope of the Local Planning Scheme and needs to be dealt with separately.

In contrast, the Department of Biodiversity, Conservation and Attractions within their submission, have recommended that Lot 7 be zoned 'Rural' to prevent further subdivision of the site, and protect the environmental values of the lot consistent with the recommendations of the Environmental Protection Authority's Section 16 Strategic Advice.

Under Scheme 3, the majority of the site is currently zoned 'Rural Residential' (minimum lot size 5ha) with the southern most portion of the lot zoned 'Rural'. The combination of the 'Rural Residential' and 'Rural Smallholdings' zoning applied to Lot 7 under Scheme 12 was proposed in accordance with the zones previously proposed under the Southern Rural Structure Plan, which was adopted by Council in March 2015. The Southern Rural Structure Plan had been prepared to provide control and guidance of development in the Southern Rural area of Mandurah. The Structure Plan outlined subdivision requirements and provided development controls (such as setbacks, building envelopes and clearing provisions). Under the Southern Rural Structure Plan, three zones were proposed;

- Rural Residential (min lot size 5ha)
- Rural Small Holdings (minimum lot size 10ha); and
- Rural Conservation.

The Structure Plan was to be given effect by Amendment 121 to Scheme 3, however this Amendment was never finalised due to the introduction of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which prevented the use of Structure Plans within Rural areas.

The Southern Rural Structure Plan was prepared following detailed consideration of the opportunities and constraints of the area including bushfire hazard, environmental significance, topography and soil mapping. The majority of Lot 7 Dunkeld Road was identified as having an extreme bushfire risk rating and containing high quality bushland. In addition, a South-West Regional ecological linkage runs through the property. Due to these factors, the 'Rural Smallholdings' land use was deemed appropriate for the majority of the site.

It is noted that in October 2015, a subdivision guide plan was and subdivision were approved by the WAPC which proposed the subdivision of Lot 7 into 14 lots ranging in size from 2.967ha to 9.3345ha. This subdivision approval expired in October 2019, and under the proposed zoning within Scheme 12, the number of lots able to be created on the site would be reduced.

The zoning of the property under Scheme 12 reflects the zoning proposed under the Southern Rural structure plan previously endorsed by Council, and the principal of reducing dwelling yields (and therefore people) in high and extreme risk bushfire areas should be pursued. No modification is therefore proposed in response to the submission received.

Residential Density – Boundary Road

A submission has been received seeking an increase in the residential density applied to the properties located within the area bounded by Adana Street, Anstruther Road, Boundary Road and the old cemetery (Cygni St precinct), from R25 to R40 to enable the development of grouped and multiple dwellings on lots that are currently either vacant or occupied by older dwellings.

The submission has been prepared by the owners of 66 & 68 Boundary Road, however the proposed residential density increase has been suggested to be applied to the wider Cygni St precinct as described above, consisting of 33 lots. The R40 density code is currently applied to residential zoned land immediately to the north and west of the Cygni St precinct, with the Mandurah cemetery bounding the precinct to the east. South of the precinct on the opposite side of Boundary Road, the R25 density code applies.

As mentioned within the submission, the housing stock within the Cygni Street precinct consists primarily of older asbestos and fibro housing, with a number of lots having already been redeveloped into grouped housing developments. Undeveloped lot sizes within the precinct range in size from 1012m² to 2186m², which under the current R25 density code could be developed into 2 to 6 unit sites. An increase in density to R40 would enable these lots to be developed into 4 to 9- unit sites.

The subject land is located within close proximity to Central Mandurah with the majority of the area being located within a 400m radius of 3 bus routes. Under the South Metropolitan Peel Sub-Regional Planning Framework, a key principle for achieving housing targets within the region is the consolidation of existing urban areas and increased density in areas that are located within close proximity to activity centres, transit corridors and services. The land subject to the submission meets these criteria, and an increase in density to R40 would be in keeping with the surrounding land.

Ideally this land, and the surrounding 'Residential R40' zoned land, would be included within the Strategic Centre zone, resulting in the Central Mandurah Activity Centre plan and the associated built form provisions applying to all developments. This would include provisions to ensure that development adequately addresses and contributes to the street frontage, and provisions minimising direct vehicular access to the street to reduce the dominance of garaging. This approach would however, also require an amendment to the Central Mandurah Activity Centre plan which has been adopted by Council, but is yet to be endorsed by the WAPC.

To avoid delaying the progress of the draft Scheme and the Central Mandurah Activity Centre Plan, it is recommended that the R40 density code be applied to the Cygni Street precinct at this stage, with a further amendment to the Central Mandurah Activity Centre Plan and inclusion within the Strategic Centre zone to be considered as a separate amendment to Scheme 12 at a later date.

Administrative Changes

During the public consultation period, officers have been reviewing the Scheme and conducting preliminary assessments using draft Scheme 12. As a result of this, a number of minor modifications and administrative changes have been proposed. These have been included in the Schedule of Modifications provided in *Attachment 9.2*. Some of the key changes include:

- Updating the objectives of Scheme 12 to reflect Council's *Strategic Community Plan 2020-2040* (currently the objectives reflect Council's *Strategic Community Plan 2013-2033*).
- Separating the Single Dwelling and Grouped/Multiple Dwelling land uses within Table 3 Zoning Table.

A modification required by the WAPC to Scheme 12 prior to advertising required grouping all dwellings (single, grouped, multiple) together as one land use. This has resulted in a situation where a development application for grouped and multiple dwellings could be received for 'rural', 'rural residential' and 'rural smallholding' properties.

- Amending the definition of a holiday house to remove reference to 'a single dwelling on one lot'.

In August 2017, Council resolved to consider a holiday house as 'a dwelling used to provide short stay accommodation', and that this use be treated as an 'unlisted' use under Clause 3.2.2 of Scheme 3. Council further resolved that a holiday house is a use that is consistent with all zones in which a dwelling is permitted or discretionary use and is therefore permitted. Council's position referred to all dwellings whether they be single, grouped or multiple.

Scheme 12 has formally introduced the land use 'Holiday House' into Scheme 12, however the model definitions provided within the *LPS Regulations* restrict holiday houses to single dwellings on a single lot which would preclude grouped and multiple dwellings. The definition proposed for a Holiday House is as follows "a dwelling used to provide short-term accommodation but does not include a bed and breakfast".

- Modifying the definition of a Restaurant/Café

Within Scheme 12 'Fast Food Outlets' have been specifically listed as being permitted within Neighbourhood Centre zones (Meadow Springs, Erskine and Florida/Dawesville (in addition to areas covered by Activity Centre Plans). This means they are not permitted in any other zone which includes the Local Centre zone.

The definition of a 'Fast Food Outlet' under the model provisions is a "*premises including premises with a facility for drive-through service, sale and serving of food to customers in a form ready to be eaten: (a) without further preparation; and (b) primarily off the premises*".

The purpose of excluding fast food outlets from zones other than Neighbourhood Centres and those areas covered by an activity centre plan, is that the drive through model of fast food stores is not appropriate in other locations. It is however recognised that fast food outlets without a drive through component may be acceptable however these types of outlets would not fit within the alternative definition of a restaurant/café, the model definition of which is "*premises primarily used for the preparation sale and serving of food and drinks for consumption on the premises, by customers for whom seating is provided, including premises that are licenced under the Liquor Control Act 1988*".

The requirement for the provision of seating, and the sale of food for consumption on the premises limits the approval of a takeaway only model.

For this reason, it is proposed to amend the definition of a Restaurant/Café to

"means premises primarily used for the preparation, sale and serving of food and drinks for (a) consumption on the premises by customers for whom seating is provided; or (b) in a form for consumption off the premises; and (c) including premises that are licenced under the Liquor Control Act 1988;"

As this is a variation to the Model Provisions, it will be subject to the Minister for Planning's approval.

- The WAPC's 2018 Modifications required changes to the Strategic Centre zone to align with the South Metro Peel Sub-Regional Planning Framework to include areas not currently covered by endorsed Precinct Plans (which have been consolidated into the Mandurah Strategic Centre Activity Centre Plan) and excluded other areas. Clearly the Sub-Regional Planning Framework was prepared at a higher level and not intended to demarcate zoning boundaries to property details. It is proposed that the Strategic Centre zone follow the outline of current Precinct Plans (and the draft ACP) and areas outside this boundary return to their current zoning under Scheme 3. If in the future Precinct Plans/ACP areas expand, an amendment to zoning, if required, can be undertaken at this time.
- Remove Flood Hazard Areas from the Scheme Map.

The primary purpose for Special Control Area No 1 is to enable and enact the relevant provisions of the National Construction Code with regard to floor levels that require a statutory planning document to trigger the requirements. At present, the Department of Water and Environmental Regulation (DEWER) can only provide advice with respect to flooding and has no statutory authority to determine Flood Hazard Areas. However, data applicable belongs to the DEWER and as is the nature of waterbodies, can change over time. The City does not own this data nor is responsible for it and therefore the inclusion of these areas shown on the Scheme is questionable.

The WAPC has required the including of the Flood Hazard Areas to be shown on the Scheme Maps as a modification required before advertising. Due to the nature of this data in Mandurah, when these areas are shown it is unclear and overlaps with other linework shown on the Scheme Maps.

The use of GIS systems rather than a Scheme Map is a more useful tool to clearly identify the location similar to Bushfire Prone Area which are not shown on Scheme Maps. In addition, DEWER's mapping can change, and therefore if shown on a Scheme Map would then require an amendment to the Scheme. It is recommended that these areas are removed from the Scheme Maps.

MEAG Comment

This item was considered by the Mandurah Environmental Advisory Group at its meeting on 14 February 2020. A presentation was made providing an overview of the changes between Scheme 3 and Scheme 12. The changes were noted by MEAG.

Consultation

The draft Scheme and Strategy were advertised in accordance with the requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015* which requires advertising for a minimum period of 90 days:

- the publishing of a notice in a newspaper circulating in the scheme area;
- displaying a copy of the notice in the office of the local government;
- providing a copy to each public authority that may be affected by the scheme;
- publishing a copy of the notice on the local government's website; and
- advertising in any other way as directed by the Commission.

In accordance with these regulations, a notice was placed in the Mandurah Mail on the 28 November, and 5 December 2019. In addition, the notice and all relevant documentation was made available on the City's Mandurah Matters website; letters were sent to all public authorities; and letters sent to all landowners affected by changes made between Scheme 3 and Scheme 12 - a total 885 letters.

The public submission period closed on Friday 28 February, 2020. During the submission period, 21 submissions were received as outlined in Attachment 9.1.

Under the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is required to review both the local planning strategy and local planning scheme having regard to any submissions made.

Statutory Environment

The process for preparation and adoption of a Local Planning Scheme and Strategy is set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*. Advertising of the draft Scheme and Strategy has been undertaken in accordance with the Regulations, and Council is now required to consider all submissions and must pass a resolution –

- (a) *to support the draft scheme and strategy without modification; or*
- (b) *to support the draft scheme and strategy with modifications to address issues raised in the submissions; or*
- (c) *not to support the draft scheme and strategy.*

Following Council's resolution, both documents will be forwarded to the Western Australian Planning Commission. The Local Planning Strategy requires the approval of the Commission, with the Local Planning Scheme requiring Ministerial approval.

Policy Implications

Once the Local Planning Scheme and Strategy have been finalised, there will be a need to review and refine existing local planning policies, activity centre plans and structure plans to ensure alignment with Scheme 12. This may result in the creation of some additional policies, whilst others will become no longer relevant. A full review of the local planning framework will be undertaken to ensure consistency with the new scheme and strategy.

Economic Implications

Nil.

Risk Analysis

Nil.

Strategic Implications

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

Economic:

- Promote and foster business investment aimed at stimulating economic growth.
- Facilitate and advocate for sustainable local job creation and industry diversification.

Social:

- Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.

Health:

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

Environment:

- Advocate for and partner with all levels of Government and other agencies to ensure environmental impacts are considered in all strategy development and decision making.
- Protect and manage our local natural environment and ensure that our actions to manage land-based assets don't adversely impact our waterways.

Organisational Excellence:

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

Conclusion

The *Planning and Development Act 2005* outlines procedures required of local governments in regard to their existing local planning scheme, with actions required in the fifth year of the operation of the scheme. These procedures are either via a consolidation of the existing scheme or the resolution of Council to prepare a new Scheme. Council has previously resolved to prepare a new Scheme and this report represents Council's final part in completing Scheme 12.

Pursuant to the statutory requirements of the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Scheme) Regulations 2015*, the draft *City of Mandurah Local Planning Scheme 12* has been advertised and is presented to Council, in conjunction with the Local Planning Strategy, to support with modifications to address issues raised in submissions and arising from an operational review by the City's officers.

Consistent with the statutory process requirements of the Act and Regulations it is recommended that Council adopt the draft Scheme 12 and the submit to the Western Australian Planning Commission and Minister for Planning for approval.

NOTE:

- Refer **Attachment 9.1** **Schedule of Submissions (Local Planning Scheme 12 & Local Planning Strategy)**
Attachment 9.2 **Local Planning Scheme 12 - Schedule of Modifications Following Advertising**

- Copies of the advertised version of Local Planning Scheme 12 and Local Planning Strategy, including full copies and summary plans, and a background report on the comparisons between Scheme 3 and 12 are accessible via www.mandurahmatters.com.au/local-planning-strategy-and-local-planning-scheme-12
- Complete copies of all submissions can be made available to Elected Members in electronic and hard copy format upon request.

RECOMMENDATION

That:

1. In accordance with Regulation 14(2) of the *Planning and Development (Local Planning Scheme) Regulations 2015*, Council resolves to support the draft *City of Mandurah Local Planning Strategy* (dated April 2019) subject to the following modifications and forwards the Strategy to the Western Australian Planning Commission for endorsement:
 - (a) Update references in the Strategy to the *City of Mandurah Strategic Community Plan 2020 – 2040*;
 - (b) Include under Section 2.1 (Activity Centres) – Action to “*prepare an Activity Centre Plan / Precinct Plan for the Gordon Road Mixed Business/Industrial Area to explore opportunities to regenerate the location into a key employment and service-based precinct from it’s existing light industrial outcomes, with a focus on achieving a more efficient use of the area and improved appearance.*”
 - (c) Include under Section 2.3 (Environment and Biodiversity) – Action to “review the zoning and subdivision potential of Lot 1 Old Coast Road, Bouvard” which is currently shown as Rural Residential (5ha minimum) on the Strategy map;
2. In accordance with Part 5 Division 3 of the *Planning and Development Act 2005* and Regulation 25(3) of the *Planning and Development (Local Planning Scheme) Regulations 2015*, Council resolves to support the draft *City of Mandurah Local Planning Scheme No 12 Scheme* (Scheme Text and Scheme Maps dated October 2019) subject to the proposed modifications outlined in Attachment 9.2 and under Regulation 28, forwards the Scheme to the Western Australian Planning Commission for approval and recommendation to the Minister for Planning.
3. Authorises the Mayor and the Chief Executive Officer, in accordance with Section 9.49a of the *Local Government Act 1995*, to execute under Common Seal, the City of Mandurah Local Planning Scheme No 12 (as amended).

City of Mandurah
Local Planning Scheme No 12 and Local Planning Strategy

Schedule of Submissions

May 2020

1. Background

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

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

Council adopted a revised Local Planning Scheme – Local Planning Scheme No 12 (Scheme 12) and a revised Local Planning Strategy at its meeting of 24 January 2017 for the purposes of forwarding to the Western Australian Planning Commission for consent to advertise. Meetings and discussions with the Peel Region's officers were held in September 2017 and then again in March 2018, resulting in the City's officers submitting an updated version of the Local Planning Strategy to the Commission in March 2018, and agreeing to modifications to the Scheme (largely format related).

In September 2018, the City received advice that the Commission had examined the documents provided, and that subject to modifications, had determined the Scheme was suitable to be advertised in accordance with the Regulations. Prior to advertising, the documents were required to be referred to the Environmental Protection (EPA) for consideration pursuant to s82 of the *Planning and Development Act 2005*.

Scheme 12 was subsequently referred to the EPA and in November 2018, a request for additional information was received. In particular, additional information was requested regarding a number of sites, resulting in Council in April 2019 adopting the modified Scheme and Strategy and forward the documents to the EPA and again to the WAPC, seeking consent to advertise. Notification was received on 4 June 2019 from the Office of the EPA, advising that the Scheme had been examined and the decision made not to assess the scheme under Part IV, Division 3 of the *Environmental Protection Act 1986*. Consent to advertise Scheme 12 and the Local Planning Strategy was subsequently granted by the WAPC in October 2019.

In accordance with the requirements of the LPS Regulations, advertising of the Scheme and Strategy commenced in November 2019, with the submission period closing on Friday 28 February 2020.

During this time 21 submissions were received.

2. Location of Submissions

(map to be prepared)

3. Schedule of Submissions

Owner / Address		Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
1. Urbis Representing: Primejade Holdings Pty Ltd Owners of Meadow Springs Shopping Centre Lot 905 Meadow Springs Drive, Meadow Springs	(a)	Do not support the classification of the Meadow Springs shopping centre as a Neighbourhood Centre in both the draft Strategy and Scheme. Classification is not consistent with the retail hierarchy of the relevant state and local planning documents and should be reconsidered.	(a) Disagree. Meadow Springs Shopping Centre has not been identified as a 'District' level Activity Centre in either SPP 4.2 or within the South Metropolitan Sub-Regional Planning Framework.	Nil
	(b)	It is considered more appropriate for the Meadow Springs Shopping Centre to be classified as a 'District Centre' in both the draft Strategy and Scheme given its size and significance in the local context.	(b) Disagree. The size and function of the Meadow Springs Shopping Centre is consistent with the definition of a 'neighbourhood' centre.	
	(c)	The role and function of the Meadow Springs Shopping Centre accurately fits that of a 'District Centre', as defined in SPP 4.2.	(c) Disagree. The size and function of the Meadow Springs Shopping Centre is consistent with the definition of a 'neighbourhood' centre.	
	(d)	The 'typical uses' of the Meadow Springs shopping centre are in line with those described in the description of a 'District Centre' including presence of a Discount Department Store, medical uses and a number of food and beverage/takeaway outlets.	(d) Whilst a Discount Department Store is located at Meadow Springs shopping Centre, it is a small format department store. All other uses are consistent with a 'neighbourhood centre'. Meadow Springs has not been identified as a 'District' centre within the State and Regional Planning framework.	
	(e)	The broader surrounding service population for the Meadow Springs shopping centre is similar to that described for a 'District Centre' (currently 19,180 persons) with this	(e) The population figures provided include population within the Lakelands District Centre Catchment. The population within Meadow Springs and Silver Sands/Sand Remo	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	service population likely to increase over time.	is currently 11492 and is only forecast to increase marginally over time. This catchment is consistent with a 'Neighbourhood' Centre.	
	(f) Retail Floorspace forecast analysis indicates demand for floorspace will far exceed the total retail projected for the study area within Scheme and Strategy, which will lead to a significant level of leakage to other centres to the North and south of the study area. It is likely that Lakelands and Meadow Springs centres will need to expand beyond what is allowed for in the City of Mandurah's planning framework.	(f) The Retail Floorspace analysis area includes the Lakelands District Centre. Any increase in floorspace should be accommodated within the 'District' centre. SPP 4.2 states that future development should be consistent with a centre's classification and not undermine established and planned activity centre hierarchy, and has identified Lakelands as the District centre for North Mandurah.	
	(g) Meadow Springs as the second largest centre in the floorspace analysis catchment, should accommodate some of this required floorspace, and with this floorspace should be afforded District Centre status.	(g) See (f) above.	
	(h) Respectfully request the City reconsider the classification of Meadow Springs and change the classification to a 'District Centre'.	(h) Noted.	
2. Planning Solutions Representing: Primewest Funds Ltd Greenfields Shopping Centre	(a) Object to the site's proposed 'Local Centre C4' zoning under draft LPS12. (b) At present, the subject site is zoned 'Urban Development' under TPS3, with development guided by the provisions of the approved CPSP which identifies the site as a 'Local Centre'. Land uses	(a) Noted. (b) Noted.	1. <i>Amend the zoning of Lot 46 and 49 Eaglemont Street from Local Centre to Neighbourhood Centre.</i> 2. <i>Amend the zoning of Lot 47 Eaglemont Street from Local Centre to Urban Development.</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
Lot 46 Eaglemont Street, Greenfields	currently permissible under the CPSP include Take Away Food Outlet, Tavern and Service Station. The CPSP also establishes development standards and requirements and standards including building heights of up to 5 storeys, residential coding of R-AC3, carparking rates and built form design guidelines. (c) The proposed Local Centre zone would significantly restrict land use permissibility, residential densities and building heights and would compromise the planning vision and objectives that have been established for the site for some time. (d) Requests: - The 'Urban Development' zone be applied to the subject site, instead of the 'Local Centre C4' zoning, to ensure the continued application of the approved CPSP to the subject site. - Modify the zoning table to include 'Fast Food Outlet', 'Service Station' and 'Tavern' as land uses capable of discretionary approval in the 'Local Centre C4' zone. Alternatively, an 'Additional Use' classification could be applied to the subject site, to ensure such uses are permissible. - In the event the subject site is included in the 'Local Centre C4' zone (contrary to recommendation	(c) Agreed. Centre is more in keeping with the 'Neighbourhood' centre classification within SPP 4.2. (d) Lots 46 and 49 Eaglemont Street to be included within the Neighbourhood Centre zone, which will allow for the discretionary approval of the fast food, and service station land uses. Whilst the land use 'Tavern' will still be prohibited, a 'small bar' may be permitted. Vacant Lot 47 will be retained within the Urban Development zone to enable built form provisions to be applied to the site.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	1 above), the subject site should be added to Schedule 3 of draft LPS12 to maintain the site-specific development requirements as previously established by the CPSP.		
3. R Mathuria 2141 Old Coast Road, Bouvard	(a) Proposed Local Centre (C4) zoning does not allow for residential or service station uses, whilst previous 'Rural' zoning allowed for both Residential and Service Station. (b) A service station was previously located on the site. (c) Request option of service station, residence and commercial uses be allowed on the site, as closest service station is 1.5 km north and 50km south.	(a) Under the Local Centre (C4) zone a dwelling is listed as a discretionary use. It should be noted however, that the sites classification under the Contaminated Sites Act 2003, may restrict use of the site for 'sensitive land uses'. Under the previous 'Rural' zoning, a service station was a prohibited use. The service station that was previously operated from the site did so under the non-conforming use rights of TPS 3. As the service station has not been in operation for a period of more than 6 months, this right no longer applies. (b) Noted. As above, service station operated under non-conforming use rights of the scheme. (c) Residential and retail uses are permitted under the Centre (C4) zone. Should the owner wish to pursue a service station on the site it is recommended that a separate amendment be lodged to enable detailed consideration.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
4. Rowe Group on behalf of owners of Lot 9201 Conservation Loop and Lot 2001 Marina Quay Drive, Erskine	<u>Lot 9201 and 2001 (Site 1)</u> (a) Site 1 is zoned 'Tourist' under TPS 3 and is proposed to be included within the 'Tourism' zone under draft LPS 12.	(a) Noted.	3. <i>Single, Grouped and Multiple Dwellings to be listed as a 'D' use within the 'Tourism' zone within Table 3 Zoning Table.</i>
	(b) Request Site 1 be included within the 'Residential' zone with a density coding of R60, as it would approve the amenity of the locality, assist in reaching urban growth targets and 'round-out' the existing urban cell.	(b) Disagree. Site 1 was identified with the City's Local Tourism Strategy (endorsed by the WAPC in 2009) as a 'Key Tourism Site' due to its ability to provide accommodation within close proximity to a key attractor.	4. <i>Include the site and specific criteria within Schedule 3 for Tourist Zone requirements.</i>
	(c) Site 1 is surrounded by residential development and is not in proximity to other tourist attractions or facilities. The feasibility of the existing short-stay accommodation is therefore questionable.	(c) Whilst it is acknowledged the landowner has concerns regarding the ongoing feasibility of the site as a tourism facility, further information and justification is required to determine the significance or otherwise of the site.	5. <i>Amend Condition (a) applying to Lot 2002 Mandurah Quay Drive within Table 6 of LPS 12 to require a Structure Plan rather than a Local Development Plan.</i>
	(d) Designating Site 1 'Residential (R60)' will contribute to the target infill for the City of Mandurah.	(d) The City's dwelling targets will be met through infill development within the City Centre and through already identified residential development.	
	a. The R60 density coding is considered appropriate given the site is located 1km from the Halls Head District Centre and in proximity to a number of community facilities and recreation reserves.	(e) Should the landowner wish to pursue a change in zoning, the form and scale of development can be pursued through the scheme amendment process allowing community consultation to be undertaken.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<u>Residential Land Use Permissibility in the Tourism zone</u>		
	(e) Under Draft LPS 12 the 'Dwelling' land use, which incorporates single, grouped and multiple dwellings, is an 'X' use in the 'Tourism' zone. This is inconsistent with the objectives and provisions of the zone which 'allows limited residential uses where appropriate'. Furthermore Clause 4.14.2 states that "where residential uses are proposed, the site shall be subject to a LDP to determine the location form and scale of the development of the site'.	(f) Noted.	
	(f) In order for Draft LPS 12 to allow for appropriate residential development in the 'Tourism' zone, the 'Dwelling' land use be a 'D' use within the 'Tourism' zone.	(g) Agreed. However, in accordance with the recommendations of the City's Local Tourism Strategy, further guidance is recommended to be provided within Schedule 3 – Specific Site and Development Requirements to further guide Council's discretion.	
	<u>Lot 2002 (Site 2)</u>		
	(g) Site 2 is included within the 'Special Use 2' zone which includes a number of land uses as 'permissible'. Draft LPS 12 does not however, assign any specific land use permissibility to the land uses. It is requested that land use permissibility should be applied to each of the land uses, consistent with the language used in the zoning table, to reduce any ambiguity.	(h) Disagree. In accordance with the recommendations of the City' Local Tourism Strategy, it is recommended a local structure plan be prepared to determine the form and scale of development appropriate on the site. Modifications to Table 6 – Special Use are recommended to clarify this requirement.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	(h) The 'Dwelling' land use should be a 'P' use consistent with the 'Urban Neighbourhood' designation in the Local Planning Strategy.	(i) Disagree. Whilst residential development may be appropriate on the site, this should be determined through the development of a local structure plan.	
	(i) Request a minimum density coding of R40 be applied to the Special Use 2 zone for residential development, consistent with the application of density codes identified in other Special use zones.	(j) See (i) above.	
5. Planning Solutions Representing: Aegis Aged Care, Lot 621 Catalina Drive, Lakelands.	(a) The Draft Strategy should be modified to include an analysis of existing and future projected demographic profiles for aged persons within the municipality, and identify incentives to facilitate the increased provision of residential aged care throughout the municipality.	(a) Disagree. Whilst a detailed analysis of projected demographic profiles for aged person is not specifically addressed, the LPS does recognise the need for a variety of housing choices to support a range of demographic profiles.	6. <i>Increase density code applied to Lot 621 Catalina Drive, Lakelands from R20 to R30.</i>
	(b) The Draft Strategy should specifically identify the subject site as a suitable site for residential aged care.	(b) Disagree. The Strategy recognises a variety of housing choices and built form outcomes are required to support a range of demographic profiles based on household size, age profiles and socio-economic circumstances. (Action 12). LPS 12 allows for aged persons dwellings in all zones with the exception of the Service Commercial, Industrial and Rural zones. There is no need to specifically identify individual lots.	7. <i>Definition of 'Nursing Home' to be removed from Scheme 12;</i> 8. <i>Definition of 'Aged Care' to be amended to 'Residential Aged as outlined in the WAPC's draft Position Statement: Residential Aged Care</i>
	(c) The zoning of the subject site as 'Residential' under LPS12, and the	(c) Noted	9. <i>Amend Schedule 2, Parking requirements to include:</i> <i>Residential Aged Care - 1 bay per bed, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	identification of 'Aged Care' as a permitted ('P') use in the Residential zone, is supported.		
	(d) The density code of the subject site should be changed from R20 to R30 on the LPS12 Map to reflect the types of built form outcomes expected for a residential aged care facility.	(d) Agree. Recommend change in residential R-code from R20-R30.	
	(e) The Draft LPS12 includes two definitions for the same land use ('aged care' and 'nursing home'), and the superfluous definition ('nursing home') should be deleted. The definition for 'aged care' should be modified to reflect the definition for 'residential aged care facility' as set out in the Western Australian Planning Commission's draft <i>Position Statement: Residential Aged Care</i> .	(e) Agree. Nursing Home land use and definition to be deleted. Aged care to be modified in accordance with Model Scheme Text provisions.	
	(f) The car parking rate for 'aged care' under Draft LPS12 ('as per the R-Codes') should be deleted as the R-Codes does not apply a car parking rate for a residential aged care facility. If it is intended to set a replacement rate, the new rate should be low as an incentive to encourage the development of residential aged care facilities.	(f) Agree. Car parking rate to be amended to 1 bay per bed, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.	
6. Planning Solutions Representing:	(a) The Draft Strategy should be modified to include an analysis of existing and future projected demographic profiles for aged persons within the municipality, and identify incentives to	(a) Disagree. Whilst a detailed analysis of projected demographic profiles for aged person is not specifically addressed, the LPS does recognise the need for a variety of housing choices	7. <i>Definition of 'Nursing Home' to be removed from Scheme 12;</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
Uniting Church Homes (Juniper)	facilitate the increased provision of residential aged care throughout the municipality.	to support a range of demographic profiles.	8. <i>Definition of 'Aged Care' to be amended to 'Residential Aged as outlined in the WAPC's draft Position Statement: Residential Aged Care</i>
Lots 9, 10 & 66 Pinjarra Road, Lots 9,10 & 533 Anstruther Road, Lots 11, 12&13 Davey Street and Lot 540 Randell Street, Mandurah.	(b) The Draft Strategy should specifically identify the subject site as a suitable site for residential aged care.	(b) Disagree. The Strategy recognises a variety of housing choices and built form outcomes are required to support a range of demographic profiles based on household size, age profiles and socio-economic circumstances. (Action 12). LPS 12 allows for aged persons dwellings in all zones with the exception of the Service Commercial, Industrial and Rural zones. There is no need to specifically identify individual lots.	9. <i>Amend Schedule 2, Parking requirements to include:</i> <i>Residential Aged Care - 1 bay per bed, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.</i>
	(c) The LPS12 objective of the 'Centre (C1 – Strategic Centre)' zone should be modified to make specific reference to accommodation and care services for aged persons, with the following wording recommended: <i>A centre that provides a range of services and uses to cater for both the local and regional community; provides a broad range of employment opportunities to encourage diversity and self-sufficiency; and provides residential opportunities, including high density housing, accommodation and care for aged persons, and tourism accommodation that supports the role of the strategic centre.</i>	(c) Disagree. LPS 12 allows for aged persons dwellings in all zones with the exception of the Service Commercial, Industrial and Rural zones.	
	(d) The Draft LPS12 includes two definitions for the same land use ('aged care' and	(d) Agree. Nursing Home land use and definition to be deleted. Aged care	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	'nursing home'), and the superfluous definition ('nursing home') should be deleted. The definition for 'aged care' should be modified to reflect the definition for 'residential aged care facility' as set out in the Western Australian Planning Commission's draft <i>Position Statement: Residential Aged Care</i> (PS:RAC). (e) The car parking rate for 'aged care' under Draft LPS12 ('as per the R-Codes') should be deleted as the R-Codes does not apply a car parking rate for a residential aged care facility. If it is intended to set a replacement rate, the new rate should be low as an incentive to encourage the development of residential aged care facilities.	definition to be modified in accordance with Model Scheme Text provisions. (e) Agree. Car parking rate to be amended to 1 bay per bed, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.	
7. Planning Solutions Representing: Large Format Retail Association (LFRA)	(a) The LFRA is Australia's peak body representing the interests of its membership base, being large format retailers, investors, owners, developers and service suppliers. (b) The LFRA supports the approach within the Strategy of identifying key existing and emerging Large Format Retail and business service precincts, and proposing zoning arrangements accordingly. (c) The LFRA encourages the City to further consider the provision of 'Shop Retail' floorspace in service/business areas, and provide opportunities for significant	(a) Noted. (b) Noted. (c) Noted.	10. <i>Modify definition of 'Bulky Goods Showroom' to accord with definition provided within the Model Scheme Provisions.</i>

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	workforce (and customer) populations to conveniently access a limited amount of 'Shop Retail' floorspace in service/business areas.		
	(d) The LFRA supports the vision for the Gordon Road precinct, and the provision of additional showroom/service commercial activities in a location that is well suited to serve a regional customer base and support the Nambeelup Industrial Area.	(d) Noted.	
	(e) The LFRA recommends the City undertake and/or publish demand analysis, as part of the draft 'Strategy' and 'LPS12' development process, in order to ensure that there is a sufficient supply of existing and potential future zoned land to support demand for Large Format Retail activities.	(e) Demand analysis undertaken and published within the City of Mandurah's Activity Centre Strategy adopted by Council in 2013.	
	(f) The LFRA respectfully recommends that the City amend the draft LPS12 ' <i>Bulky Goods Showroom</i> ' land use definition to reflect (without variation) the model definition as contained within ' <i>Schedule 1</i> ' of the ' <i>Local Planning Scheme Regulations</i> '.	(f) Agree. Definition to be amended.	
	(g) ' <i>Clause 4.1.3</i> ' of draft ' <i>LPS12</i> ' establishes a minimum 300m ² (net lettable area) floorspace requirement for tenancies within the ' <i>Service Commercial</i> ' and ' <i>Light Industry</i> ' zones. Furthermore, ' <i>Schedule 1</i> ' of draft ' <i>LPS12</i> ' also requires a minimum lot size	(g) Disagree. Retail uses and tenancies less than 300m ² can be more appropriately located in identified activity centres.	

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	of 2,000m² within the 'Service Commercial' and 'Light Industry' zones (as well as the 'Neighbourhood' and 'Local Centre' zones). The LFRA does not support minimum or maximum floorspace or lot area requirements of any kind for Large Format Retail premises. The removal of such requirements encourages owners and developers to be more creative and innovative in the dissection of floorspace, which in turn creates a more interesting and competitive retail offering. This should be encouraged by the City of Mandurah and the WA Planning Commission. The LFRA respectfully requests the removal of all draft 'LPS12' minimum tenancy floorspace and lot area requirements from the 'Service Commercial' and 'Light Industry' zones.		
8. Western Corporate on behalf of owners of Lot 107 Wattleglen Avenue, Erskine	(a) Request consideration for rezoning of Lot 107 Wattleglen Avenue from 'Service Commercial' to 'Residential R40' under Local Planning Scheme No. 12. (b) The subject land is 3000m² in area, is currently vacant and contains remnant bushland. The land is contained within the Galbraith Loop Business Precinct with development guided by the City's Local Planning Policy No. 9. The	(a) Whilst the rezoning of Lot 107 Wattleglen Avenue has merit, it is recommended that the proposal be dealt with as a separate amendment to enable the need for separation buffers from the adjacent service commercial land and potential land use conflicts to be fully explored. (b) Noted.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	adjoining Lot 121 Wattleglen Avenue shares the same 'Service Commercial' zoning, while the surrounding residential development is a mix of 'Tourist' and 'Residential R40' zoning.		
	(c) Majority of Galbraith Loop Business Precinct was subdivided in 1996, with Lot 107 and adjoining Lot 121 added to the precinct through Amendment No. 108 to TPS No. 3 in 2010.	(c) Noted.	
	(d) In the 10 years since the gazettal of Amendment No. 108, the landowner of Lot 107 has been unable to facilitate viable commercial development of the land due to; • The wide availability of existing commercial or industrial land; • Lack of demand for permissible land uses; • Difficulty in providing safe and convenient commercial access • Limited physical association of the land with the rest of the Business Precinct.	(d) Noted.	
	(e) The retention of the service commercial zone over the adjacent Lot 121 is not considered at odds with requested 'Residential' zoning as Lot 121 is at a busy intersection of Wattleglen Avenue and Old Coast Road and as a result has considerably greater traffic exposure.	(e) Noted.	
	(f) Rezoning to Residential would allow for development of land in a manner and	(f) Noted. See comment (a) above.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	scale consistent with established homes in Binnar Court. An indicative concept plan has been provided for the site.		
9. Fletcher Law Representing Proprietor No 35 and 37 Galbraith Loop, Erskine	(a) Object to the proposed change in zoning of the subject properties from 'Industry' to 'Service Commercial'. (b) Whilst it is acknowledged that the proprietor will be able to continue its operations pursuant to the non-conforming use provisions under Draft LPS 12, the proposed change in zoning nevertheless impacts upon our client's property rights by restricting the changes to the non-conforming uses that our client may undertake in the absence of obtaining development approval, including future business expansion and / or development which our client may wish to engage in on either or both properties. (c) The proposed change in zoning is, in effect, a downzoning of the Property, as industrial uses previously permitted will now not be permitted without development approval, and this may detrimentally affect the value of the Property. (d) Urge an amendment be made to Draft LPS 12 which designates all of the "Industrial Uses" in a "Service Commercial" zone to "P", being a use that is permitted if it complies with all relevant development standards or	(a) Noted. (b) Disagree. No uses which are permitted within the 'Light Industry' zone are prohibited within the 'Service Commercial' zone. Rather the change in land use permissibility enables an assessment of a proposal to ensure impacts are minimised on surrounding residential areas. (c) Disagree. See point (b) above. (d) Disagree.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	requirements of the Scheme, in place of "D", being a use which is not permitted in the absence of a development approval granted by the local government.		
10. C Angelkov Lot 7 Dunkeld Drive, Herron	(a) On behalf of the owners of Lot 7/225 Dunkeld Drive Herron, I would like to express our vehement opposition to the proposed change in the zoning of our property from Rural Residential to Rural Smallholding which will increase the minimum lot size applicable from 5 hectares to 10 hectares. (b) Nearly all of the adjacent land has been subdivided into lots of 2 to 3 hectares without any significant environmental impact and this proposed change severely penalises us as owners and reduces the value of the land to an almost worthless position whilst we are continually paying onerous land tax, council rates, firebreak expenses and weed control expenses. (c) If the City of Mandurah believes this land is of environmental significance it is incumbent on the City to explore the possibility of the City, the State and Federal Government contributing towards the purchase of the property at its current market value, not the	(a) Noted. The zoning proposed under LPS 12 is consistent with the zones previously proposed under the Southern Rural Structure Plan. The majority of Lot 7 Dunkeld Road has been identified as having an extreme bushfire risk rating and contains high quality bushland. Due to these factors, the 'Rural Smallholdings' land use is considered appropriate for the majority of the site. (b) Whilst adjacent land has been subdivided into smaller parcels in the past, changing regulations and knowledge with respect to bush fire management and environmental significance must now be considered. (c) Noted.	Nil

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	decreased value that your proposed change would bring. (d) We demand that our land not be rezoned as the current Rural Residential zoning is appropriate and no change is necessary.	(d) Disagree. The majority of Lot 7 Dunkeld Road has been identified as having an extreme bushfire risk rating and contains high quality bushland. Due to these factors, the 'Rural Smallholdings' land use is considered appropriate for the majority of the site.	
11. P&R Punch 66 & 68 Boundary Road, Mandurah	(a) Request Scheme 12 be amended to rezone the area of central Mandurah bounded by Adana Street (northern boundary), Anstruther Road (western boundary), Boundary Road (southern boundary) and the old cemetery on the eastern boundary (Cygni Area) from R12.5/R25 to R40 for the following reasons: - To accommodate population growth, there are approximately 40 lots that would be suitable for multiple dwellings increasing the number of residences in this locale. - The majority of blocks are 1000m² with sufficient area of multiple dwellings. This is consistent with those lots in the immediate vicinity which are zoned R40 (west of Anstruther Road and north of Boundary road). - Many of the houses in the Cygni area are old and run down.	(a) Agreed. The Cygni Street area is a discrete area that is suitable given its location and age of housing stock for infill development. Ultimately it is envisaged this area will form part of the Central Mandurah Activity Centre. In the interim, an increased density of R40 is proposed.	<i>11. Amend the density code applied to the Cygni Road area (bounded by Adana Street to the north, Anstruther Road to the west, Boundary Road to the south and Cemetery Road) from R25 to R40.</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	- The Cygni area is within easy walking distances or a very short drive of major services and facilities. - An increase in density would meet the long term goal of the WA State government to encourage infill development and limit the creation of new subdivisions.		
12. Rowe Group	(a) Supports the Residential R30 zoning of the property which is generally consistent with the current zoning.	(a) Noted.	Nil
Representing Owners:			
Lot 90 Leisure Way, Halls Head	(b) Generally supportive of the proposed 'Specific Site and Developments' that apply to the subject site.	(b) Noted.	
13. IMG town planning on	(a) Subject site is 2065m ² and is currently zoned Residential R12.5. It currently consists of 2 single dwellings and 2 ancillary accommodations.	(a) Noted.	Nil
Representing Owners:			
Lot 261(41) Wanjeep Street, Coodanup	(b) Support the proposal to rezone the area to Residential R20 as: - Currently the subject site is in isolation zoned R12.5 and the only other immediately abutting property is William and Mary Beecham reserve; - The properties across the road on Beach Street are zoned R15 but the lot sizes are smaller and do not allow for further development;	(b) Noted.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	• The properties across the Road from Wanjeep Street are zoned R20-R30 as per the ODP; • The rezoning will not result in further development of the site; • The location of the site abutting a public open space and high frequency bus stop supports R20 density code.		
14. Element Representing: Peel Rise Pty Ltd Lot 9001 and 9003 Placid Waters Parade, Coodanup	(a) Lot 9001 and 9003 collectively total 26.0695ha and represent the remaining undeveloped landholdings of Placid Waters estate. (b) The draft Strategy identifies Lot 9001 as Suburban (Future) and Lot 9003 as Urban Neighbourhood/Suburban (Future)/Conservation. It is noted that land identified as 'Suburban (Future)' is envisaged to be primarily residential, with residential densities between R25 and R60, and building heights between 1 and 3 storeys. Areas identified as 'Urban Neighbourhood' are envisaged to be developed as mixed use precincts (subject to structure planning), with residential densities up to R100, and building heights up to 5 storeys. The Draft Scheme proposes a zoning of 'Residential' for Lot 9001 with density codes of R20 and R25 (consistent with TPS3) and a zoning of Urban Development for Lot 9003, with portions	(a) Noted. (b) Noted.	12. <i>The boundary of the R25 residential cell applied to Lot 9001 Placid Waters Parade, Coodanup to be modified in accordance with the current subdivision approval.</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	subject to Special Control Area 1 – Flood Hazard areas. (c) Lot 9001 is subject to a WAPC subdivision approval. There is a minor anomaly with respect to the boundary of the southern R25 cell depicted on Plan 12 of the draft scheme and the approved subdivision. Accordingly, it is suggested the boundary of the R25 cell be modified to correctly reflect the lot configuration as approved. (d) Lot 9003 is uniquely located adjacent to the Serpentine River and Peel Estuary. Its location together with its environmental attributes provide opportunities to recreate a residential neighbourhood and built form typology with a unique sense of place and identity requiring a site responsive approach. The proposed identification and zoning of the site under the Scheme and Strategy is therefore supported.	(c) Agreed. Maps to be modified accordingly. (d) Noted	
15. Peel Preservation Group	(a) Previous submissions on the Australia's Biodiversity Strategy and the State's Native Vegetation in Western Australia paper have been provided in the hope that the issues raised about protecting the important environment and biodiversity in Mandurah will be taken into consideration. These issues include:	(a) Noted. The Local Planning Strategy has identified actions relating to climate change and biodiversity conservation arising from the City's Local Biodiversity Strategy 2013. Protection of the City's natural environment remains a priority of both the Local Planning Strategy and Council's Strategic Community Plan.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	• A lack of terms such as “unprecedented loss of biodiversity”, requiring an “urgent response” to avert a biodiversity “catastrophe”. • No reference to the emerging threat of climate change and population policy which both have the potential to impact on ability to protect and maintain biodiversity. Urban sprawl has had a significant impact on biodiversity with the destruction of bushland and wetlands. • The role of volunteer community groups is vital to any comprehensive biodiversity strategy. • Within the Mandurah region, an enormous loss of bushland, coastal scrublands and wetlands has occurred to make way for urban development. Hence special consideration needs to be given to any remaining native vegetation. Short of a moratorium on any future clearing of bushland or felling of roadside trees, a policy that ensures offsets requiring planting with indigenous species is needed. • Eco-tourism provides a win-win in terms of employment and environmental sustainability. However, we need to protect our local vegetation and require a huge education and promotional component.		

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
16. Department of Water and Environmental Regulation	(a) New and infill developments should be integrating total water cycle management and water sensitive urban design principles into the relevant stages of the planning process. Suggest incorporation of objectives and approaches outlined in SPP2.9 Water Resources and Better Urban Water Management.	(a) Agreed. At all stages of the planning process consideration of SPP 2.9 is required. It is not considered necessary to duplicate these objectives within the Local Planning Strategy.	
	(b) Tuart woodlands and forests of the Swan Coastal Plain are a nationally significant ecological community and was listed as critically endangered under the Environment Protection and Biodiversity Conservation Act 1999 in July 2019. Activities that clear or damage the ecological community will require approval from the Minister for the Environment. Further guidance can be found at Tuart Woodlands and Forests of the Swan Coastal Plain: A National Significant Ecological Community. Reference should be made of the nationally significant ecological community as well as requirements and obligations under EPBC Act.	(b) Noted.	
	(c) Banksia woodlands of the Swan Coastal Plain is a threatened ecological community listed as endangered under the EPBC Act on 16 September 2016. Activities that clear or damage the ecological community will require approval from the Minister for the Environment. Further guidance can be found at Tuart Woodlands and Forests	(c) Plan 5 is the long-term strategy for the City of Mandurah. It does not indicate that due process is not required to occur or that this will be a certain outcome. Rather it allows for the landowner to initiate an amendment and go through the environmental approvals process to determine whether this land use is appropriate.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	of the Swan Coastal Plain: A National Significant Ecological Community (Commonwealth of Australia, 2019). Local Planning Strategy Plan 5 (Rural) shows Lot 101 and a large portion of Lot 21 Southern Estuary Road, Herron as Rural Smallholdings. This is inconsistent with the EPA's advice and recommendations given when the EPA decided to not assess the draft scheme in June 2019, and with the EPA's decision that Amendment 137 is a scheme incapable of being made environmentally acceptable. (d) DWER has recently released Waterwise Perth Action Plan. The Strategy should consider the actions that sets the direction for transitioning to a waterwise city and ensure the Strategy aligns with the objectives of the Plan. In addition to using water sustainably, this can include (but not limited to) landscaping in POS and streetscapes designed to reduce irrigation requirements, stormwater drainage integrated into urban environments, alternative water sources for irrigation, green spaces to reduce urban heat island effect, converting drains into living streams, etc. (e) Please note the Environmental Protection (Swan Coastal Plain Lakes) Policy no longer exists. An appropriate reference to relevant environmental policy is Environmental Protection Peel Inlet - Harvey Estuary Policy 1992, as well as	(d) Noted and Agree with this approach, but is beyond the scope of the Local Planning Scheme. (e) Noted. References in the Planning Strategy to be Updated Accordingly.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	State Planning Policy 2.1 – Peel Coastal Plain Catchment. The aforementioned policies identify the requirement land planning decisions to ensure impacts to water quality and the overall health of the Peel-Harvey Estuary are appropriately considered and managed.		
	(f) Embed reference to the suggested State policies, and the intent of land planning decisions to ensure the protection of the Peel-Harvey Estuary System	(f) The Strategy references these policies and SPP2.1 is included as a State Planning Policy that is to be read as part of the Scheme.	
	(g) The Strategy and Scheme should reference and achieve the objectives and requirements of the Government Sewerage Policy. Reference the Policy to ensure new subdivisions and development aligns with the requirements of the policy including the requirement to connect to reticulated sewerage.	(g) All WAPC approved policies are to be given due regard in planning decision making under the provisions of the Scheme.	
	(h) Section 4.15.3 - Under the Rights in Water and Irrigation Act 1914, any groundwater abstraction in a proclaimed area for purposes other than domestic/and or stock watering taken from the superficial aquifer is subject to licensing by DWER.	(h) Noted.	
	(i) Section 6.1 - term given to 'wetland' refers to wetlands of the Peel-Harvey Estuary as well as those identified in the Environmental Protection (Swan Coastal Plain Lakes) Policy 1992.)	(i) Noted and Agree	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	Notwithstanding this policy is no longer current, the City should also recognise Ramsar wetland sites and wetlands mapped as Conservation Category (CCW) and Resource Enhancement (REW) wetlands as detailed in the Geomorphic Wetlands Swan Coastal Plain dataset.		
17. Department of Fire and Emergency Services	(a) DFES notes Plan 5 of the Strategy identifies several areas associated with future growth within the City. However, it is unclear if an assessment of the bushfire risk has been undertaken for all areas of future growth within bushfire prone areas. - DFES notes the provision of a 2013 BHL assessment undertake for the Southern Rural Precinct (refer to Plan 3). It is not clear on the methodology used in determining the BHL assessment. (b) Where the Strategy aims to identify suitable land for land use intensification within designated bushfire prone areas, it is important an assessment of the bushfire hazard issues is undertaken that informs the suitability of areas (if any) for urban expansion and/or land use intensification. The minimum requirement to satisfy SPP3.7 is the preparation of a Bushfire Hazard Level (BHL) assessment and an assessment against the bushfire protection criteria	(a) City officers met with officers from DFES in December 2017 regarding areas of potential intensification of landuse within bushfire prone areas. The strategy notes that any further land use intensification in areas of extreme bushfire hazard will not be supported, unless it can be demonstrated through the provision of a BAL contour map and bushfire management plan that the bushfire hazard level can be reduced. LPS12 does not proposed any intensification of land use in Mandurah beyond existing zoning. (b) As no changes to zoning are proposed within LPS12 that will increase the development potential of land within bushfire prone areas, a bushfire hazard level assessment was deemed not be required. This was confirmed by DFES in February 2018.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	requirements contained within the Guidelines.		
	(c) At this strategic level, it is acknowledged that bushfire management is likely to be only one consideration of the decision maker in determining the suitability of the land for proposed intensification. However, this emphasises the need for an understanding of what the bushfire risks are, so an informed decision can be made as to the suitability of areas for expansion or intensification of land use. Deferring consideration of the bushfire risk to subsequent planning stages may serve to exacerbate the situation through increased expectations from landowners regarding land use change, should the areas identified be unable to achieve compliance with the bushfire protection criteria in the Guidelines.	(c) Agreed. A Bushfire Hazard Level Assessment was undertaken for the Southern Rural Precinct and is included within Plan 3 of the Local Planning Strategy. No change in zoning has been proposed under LPS12 and the Local Planning Strategy states that further land use intensification in areas of extreme bushfire hazard will not be supported, unless it can be demonstrated through the provision of a BAL contour map and bushfire management plan that the bushfire hazard level can be reduced.	
	(d) A BHL assessment should be prepared for all areas identified for land use intensification which are designated as bushfire prone within the Strategy, including those areas that have not been previously tested by SPP 3.7 and are yet to be zoned or developed.	(d) Agreed. No changes in zoning have been proposed in LPS 12 that will allow for land use intensification in bushfire prone areas.	
	(e) Although not specified in SPP 3.7 or the supporting Guidelines, the City should also consider the following: a BHL assessment for those areas identified in the current Strategy or zoned in the current Scheme, but	(e) Noted. While a bushfire hazard level assessment for existing zoned land which may allow for land use intensification would be beneficial, it is outside of the scope of the local planning strategy and scheme.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	not yet developed. A BHL assessment will identify those areas that cannot comply with SPP 3.7; or alternatively identify measures to ensure future compliance, such as an improved road network; and • identification of measures to improve the resilience of those areas that are developed within or adjoining areas with an extreme bushfire hazard; this could be improved vehicular access and egress; increased hazard separation; improved water infrastructure; implementation of fire management strategies and vegetation management.	The Local Planning Strategy does highlight key issues in these locations to be addressed by proponents through bushfire management plans.	
	(f) It is critical at this level of the planning to connect the spatial understanding of the bushfire threat with strategic decisions about intensification of land use to reduce the vulnerability of people, property and infrastructure to the threat of bushfire. An understanding of the bushfire hazard provides for the identification of opportunities and constraints for the areas proposed for land use intensification. These areas can then be evaluated against each other, as well as each element of the bushfire protection criteria, to highlight the locations where it is unlikely compliance with the criteria can be achieved.	(f) Noted. The Local Planning Strategy provides an overview of the key opportunities and constraints for areas within bushfire prone areas. No changes are proposed to zoning within LPS12 which will result in further land use intensification within bushfire prone areas	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
18. Atco Gas	(a) ATCO has no objection to the proposed Draft Local Planning Scheme No. 12 and the draft Local Planning Strategy. Based on the information and plans provided, ATCO has identified that • A portion of the City of Mandurah falls within the WAPC Draft DC4.3 Trigger Distance for ATCO Infrastructure. Any development within this Trigger Distance of a High-Pressure Gas Pipeline requires further consultation with ATCO prior to preliminary designs being finalised. The principles of DC4.3 need to be applied to the ATCO Steel High Pressure Gas Main network. • ATCO identifies that the any proposed future development may require additional safety measures to be considered, identified and in place for the high-pressure gas pipeline risk mitigation. • Any proposed change to an existing permissible use of land within the "Trigger Distance" from the ATCO High Pressure gas mains that becomes considered "a sensitive" landuse such as primary schools, day care centres, hospitals or aged care facilities will require additional investigation and risk mitigation will be required to be <i>installed and costs recovered by the proponent that changes the existing landuse.</i>	(a) Noted.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
19. Department of Local Government Sport and Cultural Industries	(a) Appreciates and acknowledges the City's request for comment, but has no submission to make in this instance.	(a) Noted	Nil
20. Department of Biodiversity, Conservation and Attractions	(a) The department supports the commitments in the draft Local Planning Strategy requiring any proposal affecting Lot 10 Old Pinjarra Road, and the Panorama Development site will be referred to the EPA under Section 38 of the EPAAct 1986. Lot 10 Old Pinjarra Road is mostly comprised of Conservation Category wetland. The Panorama Development site at Lot 2 Old Coast Road and Lots 20 and 21 Estuary Road supports habitat for threatened species of fauna including the Critically Endangered Western Ringtail Possum, the Commonwealth listed Threatened Ecological Communities Banksia woodlands of the Swan Coastal Plan and Tuart Woodlands and Forests of the Swan Coastal Plain, and provides a significant ecological link between the estuary, Yalgorup National Park and the ocean. Preferably this linkage would be retained in its entirety. (b) It is noted that the Local Planning Strategy states that measures for managing bushfire risk as part of any further development should not be dependent on measures outside the identified development area, and that the City will not support the clearing of	(a) Noted. (b) Noted.	Nil. <i>Further consideration be given to a potential rezoning of Lot 1 Old Coast Road from Rural Residential to 'Rural Smallholdings' or 'Rural' to be included in the Local Planning Strategy.</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	vegetation on City managed land to reduce bushfire attack levels (unless mitigation actions have been recognised by the City as part of its long-term fire management plan). The department also advises that any bushfire protection measures required for development adjoining conservation reserves managed by the department, conservation and resource enhancement wetlands and their buffers, threatened ecological communities, and populations of threatened species, should be accommodated within the development land and not place reliance or impositions on the management of the conservation areas.		
	(c) The department supports Actions 24, 25, 26 and 27 of the Local Planning Strategy.	(c) Noted.	
	(d) The stocking rate provisions for animals within LPS 12 are noted and supported.	(d) Noted.	
	(e) It is noted that Lot 9015 Mulga Drive Parkland is zoned rural residential. This lot is proposed Regional Open Space in the WAPC's Southern Metropolitan and Peel Sub-Regional Planning Framework and is owned by the City. The department recommends consideration be given to zoning the lot Regional Open Space, or if this is not possible, Environmental Conservation until the	(e) Lot 9015 is zoned 'Rural' under the Peel Region Scheme. The 'Rural Residential' zoning is consistent with the zoning under the Peel Region Scheme.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	proposed Regional Open Space zoning is resolved.		
	(f) It is the department's understanding that Lot 9006 Wanjeep Road Coodanup has been identified in the Frasers Landing Outline Development Plan as a core Conservation area. It is recommended consideration be given to zoning this area Environmental Conservation.	(f) The subject land is zoned 'Urban Development' and the Frasers Landing Outline Development Plan identifies a core conservation area. All development must be in accordance with the ODP, and once subdivision has occurred the zoning of this land can be normalised. Reserving the Core Conservation Area prior to development may trigger compensation measures under the <i>Planning and Development Act 2005</i> .	
	(g) As previously discussed, it is noted that Lot 2 Old Coast Road and Lots 20 and 21 Estuary Road have been identified as requiring a future environmental assessment and that the site will remain in the urban development zone. The site has significant biodiversity values and would ideally be protected.	(g) Noted.	
	(h) It is noted that Lot 1 Old Coast Road, which is located between Lot 2 and Yalgorup National Park is zoned rural residential. Ideally this lot would be zoned rural to retain the consolidated remnant of native vegetation within a single lot.	(h) It is agreed that Lot 1 Old Coast Road would ideally be retained in one consolidated remnant of native vegetation, however in order to avoid delays in the processing of the scheme, it is recommended that further consideration of the most appropriate zoning of this lot be dealt with through a separate amendment to LPS 12.	
	(i) The application of the Rural Small Holding zone to limit future subdivision	(i) The Rural Residential zoning was applied to Lot 1 Southern Estuary	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	of lots adjoining Lake Clifton and the Peel Harvey estuary is noted and supported. It is recommended that consideration be given to zoning Lot 1 Southern Estuary Road Herron as Rural Small Holding instead of Rural Residential, consistent with the other lots adjoining the Peel Harvey estuary.,	Road in lieu of the Rural Smallholding zone based on the history of the site. A direction was given by the Minister for Planning pursuant to section 76 of the <i>Planning and Development Act 2005</i> , to initiate Amendment 110 to TPS 3 to rezone the site from 'Rural' to 'Rural Residential' to facilitate the subdivision of the lot into two lots. Amendment No. 110 was granted final approval by the Minister in May 2015. The WAPC also required the City's adopted draft LPS12 to be modified	
	(j) The zoning of Lots 721, and Lot 5 Old Coast Road Herron and Lots 21, 101 and 1496 Southern Estuary Road Herron as Rural will assist in reducing the risk to the consolidated areas of native vegetation found on these lots from future subdivision and development.	(j) Noted.	
	(k) It is recommended that Lot 7 Dunkeld Drive Herron also be zoned rural to protect the environmental values of this lot from further subdivision. Retaining Lot 7 in the rural zone would be consistent with the recommendations of the Environmental Protection Authority's (EPA's) Section 16 Strategic Advice of the Dawesville to Binningup Area, be beneficial for the protection of Lake Clifton and the Critically Endangered Thrombolite Community, and would provide protection for locally significant	(k) Noted. Under TPS3 the majority of Lot 7 Dunkeld Drive was zoned 'Rural Residential'. Under LPS 12 the majority of the site has been rezoned 'Rural Smallholding' in order to reduce the subdivision potential of the land to reflect the bushfire hazard and environmental significance of the site. Subdivision of the site will still require management of bushfire risk and vegetation and whilst it is noted that subdivision of the site will have impacts on the remnant vegetation, the	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	vegetation identified under the City's Biodiversity Strategy.	increased lot size is considered to be an improved outcome on what could previously been permitted on the site.	
	The 2010 EPA Strategic Advice outlined that subdivision and development near the Yalgorup lakes is highly likely to impact the ecological character and integrity of the lake ecosystems, and that the EPA considers the risk of impacts occurring from additional residential and agricultural development in the lake's catchment can have serious adverse consequences.		
	(l) Lot 2275, 2240, 2657, 4185, 2657 and 3045 Clifton have been acquired by the department and incorporated into Yalgorup National Park. It is recommended that this area be zoned as Regional Open Space rather than Rural, consistent with the WAPC's Sub-regional Planning Framework.	(l) Noted. The subject lots are zoned 'Rural' under the Peel Region Scheme and zoning under LPS12 is required to be consistent with the zoning under the PRS. A request to amend this zoning under the PRS should be considered by the State Government.	

City of Mandurah
Local Planning Scheme No 12

Schedule of Modifications Following Advertising

May 2020

1. Scheme Text Modifications

No	Subject	Overview of Modification
1.	Clause 1.4 Aims of the Scheme	Update Clause 1.9 to reflect Council's <i>Strategic Community Plan 2020 – 2040</i> as follows: <i>"The aim of the Scheme is to provide the land use planning framework necessary to achieve the Place Aspiration, Place Vision and deliver the objectives of the Key Focus Areas for Mandurah as stated in Council's Strategic Community Plan 2020 – 2040:</i> <i>Place Aspiration:</i> <i>Woven by waterways, a city with a village heart;</i> <i>Place Vision:</i> <i>We are built in nature - a meeting place surrounded by unique waterways, where the wellbeing of our people and our environment are nurtured; where business in the community can thrive and entrepreneurship is celebrated.</i> <i>We will be the place where a thriving regional city and the heart of a village meet. This is our Mandjoogoordap.</i> <i>Key Focus Areas:</i> <i>Economic: Growing our economy;</i> <i>Social: Creating a better community;</i> <i>Health: Creating a healthy community;</i> <i>Environment: Nature has a voice at the table in all decisions</i> <i>Underpinned by Organisational Excellence: City of Mandurah being a high performing organisation."</i>
2.	Naming of Zones	- Centre Zones: Remove C1, C2, C3 and C4 from the naming of the Centre zones as outlined in the Department for Planning's Post Implementation Review of Planning and Development (Local Planning Schemes) Regulations 2015 dated 5 June 2016 ('2016 Review Document'); Update references to Zones in Table 3, other references and Scheme Maps accordingly. - Private Clubs, Institutions and Place of Public Worship: Rename to 'Private Community Uses' as outlined in 2016 Review Document;

No	Subject	Overview of Modification															
3.	Zoning Tables	- Modify 'Aged Care' to 'Residential Aged Care'; - Include 'Reception Centre' as an 'A' use in the Rural Residential, Rural Smallholdings and Rural zone; - Separate 'Dwelling' Use and include Grouped and Multiple Dwellings as X uses in the Rural Residential, Rural Smallholdings and Rural zones; - Add 'Retirement Village' as a new use under the 'Residential Uses' and show as 'D' use in the Centre Zones, 'P' use in the Mixed Use and Residential Zones and 'X' is all other zones.															
4.	State Planning Policies	Include the following State Planning Policies to be Read as Part of the Scheme: - State Planning Policy 2.5 – Rural Planning; - State Planning Policy 7.0 – Design of the Built Environment;															
5.	Tourism Sites and Provision for Residential Uses	- Add Single, Grouped and Multiple Dwellings be listed as a discretionary use ('D' use) within the Tourism zone: - Add the following provisions to Schedule 3 –Specific Site and Development Requirements: <table> <tr> <th>No</th><th>Description of Land</th><th>Requirement</th></tr> <tr> <td>6</td><td>Lot 507 Apollo Drive, Halls Head</td><td> (a) Development of up to 4 storeys may be permitted. (b) A minimum of 75% Tourism Uses and maximum of 25% Residential Uses to be provided. </td></tr> <tr> <td>7</td><td>Lot 371 Country Club Drive, Dawesville</td><td>100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.</td></tr> <tr> <td>8</td><td>Lot 9201 and 2001 Marina Quay Drive, Erskine</td><td>100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.</td></tr> <tr> <td>9</td><td>Lot 10 Old Coast Road, Greenfields</td><td>Any significant development proposal will require referral to the Environmental Protection Authority under s.38 of the Environmental Protection Act 1986.</td></tr> </table>	No	Description of Land	Requirement	6	Lot 507 Apollo Drive, Halls Head	(a) Development of up to 4 storeys may be permitted. (b) A minimum of 75% Tourism Uses and maximum of 25% Residential Uses to be provided.	7	Lot 371 Country Club Drive, Dawesville	100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.	8	Lot 9201 and 2001 Marina Quay Drive, Erskine	100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.	9	Lot 10 Old Coast Road, Greenfields	Any significant development proposal will require referral to the Environmental Protection Authority under s.38 of the Environmental Protection Act 1986.
No	Description of Land	Requirement															
6	Lot 507 Apollo Drive, Halls Head	(a) Development of up to 4 storeys may be permitted. (b) A minimum of 75% Tourism Uses and maximum of 25% Residential Uses to be provided.															
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8	Lot 9201 and 2001 Marina Quay Drive, Erskine	100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.															
9	Lot 10 Old Coast Road, Greenfields	Any significant development proposal will require referral to the Environmental Protection Authority under s.38 of the Environmental Protection Act 1986.															

No	Subject	Overview of Modification
6.	Lot 2002 Marina Quay Drive, Erskine	Modify Special Use No 2 in Table 6 (Special Uses) by deleting parts (a), (b) and (c) and replacing with the following: <i>"Further development of the site shall be subject to a Structure Plan as per Part 4 of the Deemed Provisions, to determine the form, scale and degree of tourism development in this location."</i>
7.	Land Use Definitions	- Update the following land use terms in Clause 6.2 to reflect the Model Provisions Definitions: Amusement Parlour, Bed & Breakfast, Bulky Goods Showroom, Caretakers Dwelling, Service Station, Tourist Development (rename from 'Tourism Development'); - Remove definition of 'Aged Care' and 'Nursing Home' definition and replace with 'Residential Aged Care Facility' as per the draft WAPC Position Statement on Residential Aged Care as follows: <i>"a residential facility providing personal and/or nursing care primarily to aged or dependent persons which, as well as accommodation, includes appropriate staffing to meet the nursing and personal care needs of residents; meals and cleaning services; furnishings, furniture and equipment. This may consist of multiple components that include residential respite (short-term) care, aged or dependent persons' dwellings and a retirement village, but does not include a hospital, rehabilitation or psychiatric facility."</i> - Add the definition of 'Retirement Village' as per the draft WAPC Position Statement on Residential Aged Care as follows: <i>"a development with self-contained, independent dwellings for aged or dependent persons together with communal amenities and land uses incidental and ancillary to the provision of such accommodation, but does not include a development which includes these features as a component of a residential aged care facility."</i> - Modify the definition of 'Holiday House' to remove the term 'single'; - Modify the definition of 'Restaurant/Café' to state: <i>"means premises primarily used for the preparation, sale and serving of food and drinks for</i> <i>(a) consumption on the premises by customers for whom seating is provided; or</i> <i>(b) in a form for consumption off the premises; and</i> <i>(c) including premises that are licenced under the Liquor Control Act 1988;"</i>

No	Subject	Overview of Modification
8.	Significant Tree Register	Revisions to Schedule A: Clause 13A Significant Tree Register to update reference to heritage places rather than trees: Modify Clause (3) to state: <i>"The local government must not enter a tree in the Significant Tree Register or modify the entry of a tree in the register unless the local government..."</i> Modify Clause 4 to state: <i>"If the local government enters a tree in the significant tree register or modifies an entry of a tree in the significant tree register..."</i> <i>Note – this text is as per the WAPC's Schedule of Modifications dated 20 August 2018 but missed in the City's advertised version.</i>
9.	Exemptions from Development Approval	- Revisions to Schedule A: Clause 61(1)(o) Include the renamed 'Private Community Uses' zone to list of zones where minor development is exempt from approval. - Revisions to Schedule A: Clause 61(1)(q) Clarify that excavation and filling of land up to 500mm in all zones to be consistent with the R-Codes <i>(Acknowledge the intent of this clause was only to apply where the R-Codes do not apply for up to 1m of fill, however in reducing the height, the provisions are consistent with the R-Codes so can apply to all zones).</i>
10.	Car Parking Requirements (Schedule 2)	Modify Residential Aged Care to <i>"1 bay per bed, plus 1 bay per staff member present, or otherwise determined by the local government following the submission of a traffic management report."</i>
11.	Inclusion of Amendments to Scheme 3 that have been gazetted since adoption of draft Scheme 12	- Lot 1175 Old Coast Road, Herron – Details from Amendment 138 (GG 15/18) Additional Use No 18 from Scheme 3 (Dog Kennels and requirement for Acoustic Assessment) to be added to Table 4 - Lot 1 Pinjarra Road, Coodanup - Details from Amendment 135 (GG2/2/18) Require a definition of 'Fresh Food Market' in Division 2, Clause 6.2 – <i>"means premises used for the storage and sale (by wholesale and/or retail) of domestic fresh produce, including the predominant lines of fruit, fresh and processed vegetables, and which include the incidental sale of other items such as flowers, bread, meat, small goods, dairy products, bulk food goods, continental foods and fish."</i> - Lot 506 Apollo Place, Halls Head (Sutton Farm) Table 6 (Special Use 1): Delete the use 'guesthouse' as the term 'tourist development' fits the description.

No	Subject	Overview of Modification
12.	Typographic Errors	• Clause 4.15.2 – Capitalisation of Title 'Building Envelope'; • Clause 4.14.2 – Reword text to state: <i>"Where Residential Uses are proposed, the site shall ~~require~~ be subject to a Local Development Plan as per Part 6 of the Deemed Provisions to determine the location, form and scale of development for the site, the interface to existing residential development and the application of the R-Codes."</i>; • Schedule 2 – ensure parking bays are plural references are included in appropriate areas; • Remove double spacings between words as required through the Scheme Text;

2. Scheme Maps Modifications

No	Subject Site / Location	Overview of Modification
1.	Special Control Area No 1 Flood Hazard Area	Remove Flood Hazard Areas from Scheme Maps. The Scheme Text currently states: <i>"Flood Hazard Area means land contained within the 1 in 100 Year Average Recurrence Interval (ARI) floodplain mapping prepared by the state government agency responsible for floodplain mapping."</i> This mapping is owned by the Department of Water, and the text provides this linkage to the required provisions. There is no need to show this detail on the Scheme Maps.
2.	Strategic Centre Zone	Realign with the Strategic Centre zone boundary to be in accordance with the existing approved Precinct and Structure Plans and the draft Mandurah Strategic Centre Activity Centre Plan; and rezone areas currently shown as Strategic Centre but located outside the current Activity Centre Plan to revert to their current zoning under Town Planning Scheme No 3.
3.	Cygni Road Precinct Bounded by Adana Street, Anstruther Road, Boundary Road and Cemetery Road.	Amend the Density Code applied to from R25 to R40.
4.	Lot 621 Catalina Drive, Lakelands	Increase the Density Code R20 to R30.
5.	Lot 9033 Pebble Beach Boulevard, Meadow Springs	Remove R40 site at north of golf course as now developed as child care
6.	Lot 47 Eaglemont Street, Greenfields	Amend the zoning from Local Centre to Urban Development
7.	Lot 46 and 49 Eaglemont Street Greenfields	Amend the zoning of from Local Centre to Neighbourhood Centre and show the Density Code as R-AC3.
8.	Reserve 53511 & 43862 Murdoch Drive / Sartorial Place, Greenfields	Currently zoned Residential – recently Management Order to City issued for Conservation (R53511) and Drainage (43862). To be shown as Reserved Lands.

No	Subject Site / Location	Overview of Modification
9.	Lot 300 Pingle Drive Greenfields	Realign Urban Development / Residential zone to align with recently created Lot 300 (what was balance Lot 9002)
10.	Reserve 37991 (Janis Street Reserve) Halls Head	Remove from Conservation Reserve and include as Public Open Space (Sewer Pump Station)
11.	Lot 9001 Placid Waters Parade, Coodanup	Boundary of the R25 to be modified in accordance with the current subdivision approval.

10	SUBJECT:	Long Term Cycle Network: Updates to 2018 Cycle Plan
	DIRECTOR:	Director, Works and Services
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.25/8/18 28 August 2018 Council adopted the *City of Mandurah Cycle Plan* and the *City of Mandurah Walkability Plan*; an amended Policy *Walkability - Footpaths and Shared Paths POL-RDS 03*; recognised that the Cycle Plan and Walkability Plan are integral parts of the Integrated Transport Plan; to give further consideration of prioritisation to older areas that are footpath deficient and design an engagement process for the community in terms of their participation, knowledge and feedback.

Background

The City of Mandurah has identified the need for an Integrated Transport Plan (ITP) to guide the development of transport infrastructure, ensuring a high standard transport network is developed and maintained and can accommodate the accessibility requirements of a growing City. Over time, Council has endorsed various elements of an ITP, and work is ongoing to consolidate the overarching strategic direction.

The objective is to promote and encourage the local community to walk or cycle giving rise to the following benefits:

- Healthy living and reduction in injuries
- Reducing traffic and emissions
- Improving community engagement and quality of life
- Improving safety and security
- Appreciating the extensive biodiversity and landform diversity in the municipality.

There is no doubt that Mandurah has all the ingredients to be a great place for riding a bike – with regard to the climate, topography, coastal and estuary landscapes and Mandurah does have a good level of existing infrastructure. These plans, particularly the Cycle Plan acknowledged that there are still

improvements to be made by developing an integrated network, that connects key locations with one another.

Cyclists are one of the more vulnerable groups of road users but also the broadest in respect to age groups and abilities ranging from highly experienced road cyclists to children experiencing their own independent mobility for the first time. Cycling has a whole range of economic, social and health benefits – this has been readily evident in the most recent months, and is a form of transport and recreation and where given a priority for the delivery of infrastructure, can set cities and locations apart with their mobility and health benefits.

In the course of developing the 2018 Cycle Plan, the key guiding principles were:

- A cycle network that had three levels of hierarchy similar to a road network that is based on function. (The principle of having a hierarchical network of cycle routes was confirmed to align with the Department of Transport, Public Transport for Perth in 2031);
- The key cycling activities in the City of Mandurah were commuting, recreation and fitness; and
- The linkage of cycling routes to major activity centres.

The key points of the Cycle Plan were:

- Invest in providing dedicated cycling infrastructure along strategic routes identified using a multi criteria analysis method;
- Align development programs with Department of Transport cycle programs for funding;
- Develop strategic wayfinding signage throughout the City to help identify the cycle network;
- Continue to develop further cycling promoting an awareness of cyclist on roads;
- The promotion of Mandurah as a Cycling Tour destination or Slow Tourism destination; and
- Reduction of emissions by reducing the number of cars for trips less than 5km.

The Cycle Plan proposed cycling infrastructure upgrades along strategic routes with approximately 14km of upgrades having priority with a potential cost of \$2.3M to be implemented on a five-year plan. Of the \$2.3M, approximately \$1.0M is on roads vested in Main Roads and was identified that cycle routes would be staged to be upgraded in line with road upgrades.

Comment

Long Term Cycle Network

The Department of Transport (DoT) is working with 33 local governments in Perth and Peel to agree on bicycle routes that link parks, schools, community facilities and transport services, to make bike riding a convenient and viable option. The aim of the Long Term Cycle Network (LTCN) project is to develop an aspirational blueprint to ensure State and local governments work together towards the delivery of one continuous bicycle network providing additional transport options, recreational opportunities and support for tourism and commercial activity – creating a bicycle network catering for all ages and abilities. The DoT has requested that the LTCN plans are integrated into local government cycle plans.

This long term network had been agreed between DoT and local government officers, and the network was subject to a review by Main Roads and PTA/Metronet teams in relation to any routes within or crossing State controlled assets.

The DoT is seeking Council endorsement of the agreed LTCN across all 33 local governments, and moving forward the agreed long term network will guide funding allocated through the WA Bicycle Network Grants Program administered by DoT.

Project Overview

The DoT has been consulting with 33 local governments across Perth and Peel to seek agreement to a long term aspirational bicycle network for the region and the vision to provide for a network of safe and attractive bicycle routes:

- To provide continuous routes along major corridors
- To establish links between strategic, secondary, district, specialised activity centres and public transport services.
- To provide connections to schools, education sites and local centres



Project History

In 2016 as part of the State Governments long term transport strategy (*Transport @3.5M*) the Transport Portfolio released the *Cycling Network Plan*.

The aspirational long term bicycle network identified within the Plan was based on a robust methodology of connecting all key activity centres. However, the Plan was developed by DoT with little consultation with local governments due to the time constraints to deliver the project. In 2017-18, DoT were successful in receiving funding across a 2 year period to deliver the LTCN project – to go through detailed engagement with local governments across Perth and Peel to agree a long term aspirational bicycle network for the region that supports and addresses local and regional bicycle connections.

Long Term Cycle Network Project

The LTCN project started in July 2018 and is to be completed by June 2020.

DoT and local government officers have worked together to identify LTCN routes, and categorise routes using a new simplified three tier route hierarchy of Primary Routes, Secondary Route and Local Routes.

The categorisation of routes has been based on the function of a given route within the network:



Primary Routes are high demand corridors that connect to major destinations. They provide high-quality, safe, convenient (and where possible uninterrupted) routes that form the spine of the cycle network. These routes are conducive to medium or long-distance commuting/utility, recreational, training and tourism trips.

Examples include Mandurah Road / Old Coast Road; Mandurah Road; and the coastal paths



Secondary routes have a lower demand than primary routes, but provide similar levels of quality, safety and convenience. These routes provide connections between primary routes and major activity centres such as shopping precincts, industrial areas or major health, education, sporting and civic facilities.

Examples include Peel/Allnutt Street, Leslie Street, McLarty Road, Peelwood Pde



Local routes – Local routes are low demand and are predominantly located in local residential areas. They provide access to higher order routes and local amenities and recreational spaces. Changes to traffic management devices and cul-de-sacs may also be proposed, where these have not been designed with cycling in mind, particularly in the use of safe active streets.

Many local roads have been identified as Local Routes.

Following DoT and local government officers agreeing to an aspirational draft LTCN, the network was reviewed by Main Roads and PTA/Metronet teams. This process has ensured that these State agencies are aware of the aspirational LTCN routes proposed and have made comments to assist in shaping the network in relation to their State controlled assets.

Why is the Long Term Cycle Network Important?

An endorsed aspirational LTCN across the Perth and Peel region can assist in leveraging additional funding for bicycle infrastructure.

- It can assist the State Government in any discussions/applications regarding Federal funding for bike riding (infrastructure/programs/campaigns).
- It can also assist DoT to leverage additional funding for bicycle infrastructure – including funding made available to local governments via the WA Bicycle Network Grants Program administered by DoT.
- It will assist State agencies (Main Roads/PTA/Metronet) with infrastructure planning and delivery.
- It will assist local governments with network planning, cross boundary connectivity and bicycle route prioritisation.

Why is DoT Seeking Council Endorsement?

DoT is seeking the aspirational LTCN to be endorsed by local governments in Perth and Peel and Council endorsement is considered necessary to demonstrate region wide agreement of the LTCN – which in particular may assist in any Federal funding discussions/applications.

Importantly, from July 2020 all WA Bicycle Network Grants for Perth and Peel local governments will be linked to the endorsed aspirational LTCN. As such, only routes within the endorsed LTCN will be eligible for grants and only local governments with a Council endorsed Cycle Plan will remain eligible for grants.

Key Differences – Long Term Cycle Network and Council Cycle Plan

The DoT network that has been discussed with officers is provided as Attachment 1. As evident with the scale of this plan, it is a high level network that will require detailed planning at next stages whether through district or local structure plans, precinct or activity centre plans; or capital budgets for ensuing years where road and path planning is prepared.

The key differences between the adopted Cycle Plan and Attachment 1 are generally as follows:

- A clearer plan being provided;
- A rationalisation of primary routes (particularly between Halls Head and Dawesville) where multiple primary routes were shown; the LTCN provides for a primary route on Old Coast Road and along the coast; and a secondary route on the estuary noting that most of this network is in place (pending a couple of priority connections); and
- Ensuring within the central Mandurah area that primary and secondary cycle routes are complimentary and not competing with the key road and public transport routes (for example – using roads either side of Pinjarra Road / Peel Street rather than attempting to fit all infrastructure on limited roads).

The Cycle plan listed the following projects as priorities:

• Mandurah Road	(Railway Station to Estuary Bridge)	Primary Route
• Mandurah Road	(San Remo – Orion Road to Karinga Road)	Primary Route
• Leisure Way	Under Estuary Bridge - Connect to path to bridge	Secondary Route
• Ormsby Terrace	Henson Street to Stewart Street	Primary Route
• Coastal Path	Halls Head (Blue Bay - Sharland Street to Janis St)	Primary Route
• Coastal Path	Falcon (Geeries Lookout- Yeedong Road to Cesia Lane)	Primary Route
• Coastal Path	Falcon (Foreshore - Rakoa Street to Panamuna Drive)	Primary Route
• Estuary Link	Falcon (Ward Point - Nutbush Avenue to Charles Place)	Primary Route
• Coastal Path	Dawesville (Florida Pde form Hunter Street to Balladonia Parade).	Primary Route

In light of the review of the network, it has been identified that the priority projects are somewhat adjusted, given a desire to address missing linkages in key Primary Routes:

Path Alignment	Start	End	Length	Comments
Halls Head Pde	Sharland St	Janis St	1510m	Detail design to be completed in 2020/21 with intent to commence staged construction in 2021/22 subject to WABN grant funding. Path to be built on coast side of road to eliminate intersection and driveway conflicts.
Spinaway Pde	Philante St	Wanui St	910m	Continuation of Seascapes coastal path. To be constructed on coast side of road to eliminate intersection and driveway conflicts. Opportunity to construct during resurfacing works on Spinaway Pde
Spinaway Pde	Rakoa St	Mercedes Ave	640m	Continuation of coastal path from Falcon Bay foreshore north to existing path facilities at Rako Reserve. To be constructed on coast side of road to eliminate intersection and driveway conflicts.
Panamuna Dr	Spinaway Pde	28 Panamuna Dr	800m	Continuation of coastal path from Falcon Bay foreshore south to existing path facilities at Avalon Foreshore Reserve. To be constructed on coast side of road to eliminate intersection and driveway conflicts. Retaining likely to be required due to profile of sand dunes.
Avalon Pde	Yeedong Rd	Cesia Lane	470m	Continuation of coastal path from Avalon Foreshore Reserve south to existing coastal path at the intersection of Cesia Lane. To be

				constructed on coast side of road to eliminate intersection and driveway conflicts.
Mandurah Rd	Leslie St	Murchison Way	480m	Construction of PSP along southern side of Waterside Dr and through Leslie St Reserve. Form part of Primary route adjacent to Mandurah Rd. Potential to reduce excessive road width on Waterside Dr to facilitate path construction.
Florida Pde	Hunter St	Balladonia Pde	800m	Missing coastal link between suburbs of Florida and Melros. Opportunity to construct during resurfacing works on Florida Pde (
Pleasant Grove	Nutbush Ave	Charles Pl	1600m	Missing estuary link between Nutbush Ave and Charles Pl. Feasibility required along with consultation with adjacent land owner to develop scope. Low lying swamp land may require alternative path/boardwalk treatment.

Further, a number of existing paths are considered as priorities for upgrade to fit their identification in the network as follows:

Path Alignment	Start	End	Length	Comments
Mandurah Rd	Allnutt St	Clarice St	740m	Upgrade of infrastructure linking the Train Station to the Mandurah Forum Opportunity to convert to Safe Active Street during resurfacing works on Luckhurst Dr and Owen St
Mandurah Rd	Pinjarra Rd	Boundary Rd	700m	Upgrade of infrastructure following Mandurah Rd south of the Mandurah Forum. Principal Shared Path to be constructed between Pinjarra Rd and Boundary Rd.
Mandurah Rd	Boundary Rd	Leslie St	1,090m	Upgrade of infrastructure following Mandurah Rd south of the Mandurah Forum. Opportunity to convert to Safe Active Street during resurfacing works on Manildra Dr and Grafton Dr.
Mandurah Rd	Leslie St	Murchison Way	510m	Upgrade of infrastructure following Mandurah Rd between the Estuary Bridge and the Mandurah Forum. Opportunity to construct during resurfacing/rehab works on Waterside Dr
Florida Pde	Melros Coastal Path	Tims Thickett Rd	1320m	Formalise existing limestone path between Melros and Tims Thickett Rd. Will eventually provide access to the Yalgorup National Park.
Ormsby Tce	Henson St	Stewart St	620m	Upgrade existing shared path on eastern side of Ormsby Tce due to the number of level changes in path at crossovers. Potential to shift the path to the western side of the road. Ideal alignment would be following the coast however land is not owned by the City.

Seascapes Coastal Path	Daydream Plaza	Opposite 52 Boardwalk Blvd	1160m	Upgrade existing 2m wide concrete path to gain extra width to increase safety due to interface between cyclists and pedestrians.
Seascapes Coastal Path	Opposite 52 Boardwalk Blvd	Sugarwood Tce	720m	Upgrade existing 2m wide concrete path to gain extra width to increase safety due to interface between cyclists and pedestrians.
Seascapes Coastal Path	Acerosa Blvd	Gretel Dr	900m	Upgrade existing 2m wide concrete path to gain extra width to increase safety due to interface between cyclists and pedestrians.
Estuary Rd	Thisbe Dr	Park Ridge Boat Ramp	7200m	Staged upgrade of existing 1.8m wide concrete path to gain extra width to increase safety due to interface between cyclists and pedestrians.

These upgrades will be subject to consideration in budget works and with associated road upgrades where necessary.

Consultation

Whilst formal consultation has not been undertaken in formulating the revised network, through the Club Development program and informal user group liaison has been undertaken by officers, including conversations with bike shop owners and path users through regular usage. As cycling covers a vast range of City functions such as health, community, economic, tourism and recreation, the internal officer networks are vast and have been used to seek feedback, particularly during the last few months as the path networks have been well utilised.

Statutory Environment

- Road Traffic Act 2000
- Road Traffic (Bicycles) Regulations 2002

Policy Implications

In August 2018, the existing Policy: Footpaths and Shared Paths POL-RDS03 was been revised with key amendments being:

- The requirement to provide a path for every street has been removed, and replaced with the requirement to provide a network based on precincts;
- Pedestrian access to the verge has been clarified, for example defining the space that needs to be made available to pedestrians;
- Design considerations have been revised, such as for the alignment of paths, and the installation of tactile ground surface indicators and handrails;
- The requirement to comply with the City's technical standards has been reinforced;
- Shared paths will be more clearly identified with signage and line marking; and
- Requirements for inspections and maintenance have been defined.

Under the Road Traffic Act 2000 people of all ages are now permitted to ride on footpaths. Therefore, the policy requirement for signage and line marking would apply only for instances where a path is specifically designed for cycling use, whether shared or not.

The recent increased usage of the path networks has demonstrated that many of the 'standard' 2m concrete paths are too narrow for both cyclists and pedestrians, particularly when the space is shared with bus stops, street signs, pram ramps together with many sharp corners at intersections. Over time, this Policy may need a further review or update in conjunction with the Integrated Transport Strategy.

Economic Implications

Over the life of the plan of 10 years, \$8.8m of new Shared / Cycle Paths has been allocated in the Long-Term Financial Plan which is to be allocated to key cycle and walking projects.

The key component of this report is to ensure that the City's network plan is consistent with the DoT to ensure that the City is eligible for funding under the WA Bicycle Network Grants. All metropolitan-based projects submitted for grant funding need to be guided by the LTNC and applications are assessed against the following criteria:

- Demonstration of internal organisational collaboration between infrastructure and community services teams.
- Demonstration of Council support through the Cycle Plan;
- Demonstration of consultation undertaken (or planned) with project and community stakeholders e.g. Public Transport Authority, Main Roads Western Australia, local community, businesses and schools, residents, etc., with evidence of support for the project (where applicable).
- Alignment of the proposed project with a route identified in the LTNC and local cycle plans and/or other strategic documents.
- Understanding of the project's key issues and challenges and how they will be addressed.
- Connectivity to key destinations and existing/planned cycle network.

In addition, there are key benefits to cycling beyond the capital expenditure through increased spending, health and wellbeing benefits and so on. Recent research has estimated that for every \$1 million in path infrastructure investment, it is likely a community would earn over \$2.8 million in benefits. Increased investment in road infrastructure that encourages more driving can cost society further with addition congestion, maintenance, trauma and reduced physical activity to name a few.

Risk Analysis

Risk Management Considerations:

Risk of Expectation

The Community expects to be able to use shared paths as a mode of travel between destinations.

Risk to Reputation

The City is expected to provide infrastructure for its residents that allows mobility and accessibility for pedestrians, cyclists and the mobility impaired.

Financial Risk/Consequential Risk

If Council does not endorse the updated network, the City will not be eligible for funding under the WA Bicycle Network Grants. Under this program, funding is available to local governments for up to 50 per cent of the total project cost, for the design and implementation of bicycle network infrastructure and programs in accordance with State Government priorities.

Projects are encouraged to be spread over two financial years to facilitate high quality planning and design. To enable project staging, funding may be applied for in two consecutive financial years. In January 2020, DoT awarded more than \$7.6 million in WABN grant funding to 63 projects across 45 metropolitan and regional local governments. The City was recently awarded \$20000 under the program to undertake detailed design of the Halls Head Coastal Path with further submissions to seek funding for construction.

Strategic Implications

Notably, cycling covers a broad range of strategies provided in the *City of Mandurah Strategic Community Plan 2020 – 2040* and those relevant to this report are as follows:

Economic:

- Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts.

Social:

- Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design.
- Promote a positive identity and image of Mandurah and the contributions of its youth.
- Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.

Health:

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

Environment:

- Protect and manage our local natural environment and ensure that our actions to manage land-based assets don't adversely impact our waterways.
- Create opportunities for our community to celebrate and preserve our local natural environment.
- Educate our community on global environmental sustainability issues and demonstrate leadership in the field.
- Partner and engage with our community to deliver environmental sustainability outcomes.

Organisational Excellence:

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

Conclusion

Following Council's endorsement of the Cycle Plan in 2018, the Department of Transport (DoT) has been working towards the development of a consolidated Long Term Cycle Network (LTCN) with local governments in Perth and Peel to agree on bicycle routes that link parks, schools, community facilities and transport services, to make bike riding a convenient and viable option.

The aim of the project is to develop an aspirational blueprint to ensure State and local governments work together towards the delivery of one continuous cycle network providing additional transport options, recreational opportunities and support for tourism and commercial activity – creating a bicycle network catering for all ages and abilities. This long-term network had been reviewed by the DoT and officers, and was subject to a review by Main Roads and Public Transport Authority (PTA)/Metronet teams in relation to any routes within or crossing State controlled assets.

In order to ensure that the City is eligible for funding allocated through the WA Bicycle Network Grants Program administered by DoT, it is recommended that Council endorsement of the agreed LTCN as an update to the Cycle Plan.

NOTE:

- Refer ***Attachment 10.1 Updated Long Term Cycle Network Plan***

RECOMMENDATION

That Council:

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

Long Term Cycle Network (DoT/CoM)

Cycle Network

- Primary Route
- Secondary Route
- Local Route

Urban Form / Activity Centres

- City Centre
- Mixed Use Precinct
- District Centre
- Neighbourhood Centre
- Local Centre (Existing and Potential)
- Mixed Business / Service Commercial
- Existing Infill Area / Potential Development Precinct
- Future Infill Development Area

Open Space

- Regional Open Space
- Conservation
- Active
- District Parks / Golf Course

Social Infrastructure

- Tertiary Education
- Regional Hospital
- Regional Recreation
- High Schools
- District Recreation

City of Mandurah Boundary



11	SUBJECT:	Dual Naming of City of Mandurah Buildings
	DIRECTOR:	A/Executive Manager Community Development
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- G 13/12/10 15/12/10 Indigenous Reconciliation Update and Future Directions
- G 5/7/12 24/7/12 Reconciliation Action Plan Update and Future Directions
- G 25/12/14 16/12/14 Reconciliation Action Plan 2012-2014 Achievements and 2015-2017 Plan
- G 14/6/15 23/6/15 Reconciliation Action Plan Policy
- G 19/6/17 13/6/17 Reconciliation Action Plan (RAP) 2015-2017 Achievements
- G 15/3/19 26/3/19 City of Mandurah 2019 - 2022 STRETCH Reconciliation Action Plan

Background

The City's Reconciliation Action Plan's have provided the City with opportunities to build meaningful, mutually beneficial relationships with the local Aboriginal community. It has enabled the organisation to deliver some great outcomes with community, including the dual naming of local parks and reserves.

During the community consultation phase of the current RAP, many conversations were had with community members across a range of ages and backgrounds and there was strong support for increasing Noongar language in our public spaces. The delivery of dual naming of City buildings was met with enthusiasm and continues to be well supported, as such it is an endorsed action in the current RAP.

Civic buildings are an important part of the fabric of community, they provide a space for community to come together, instil a sense of pride in place and are often an integral part of a City's identity. The dual naming of such buildings reinforces the City's commitment to increasing the visibility of Noongar language and giving the opportunity for non-Aboriginal people to learn and embrace language too.

The inclusion of Noongar language on City buildings acknowledges the long history of the Bindjareb people in a highly visible way.

Comment

The current RAP (2019-2022) has a number of outcomes which aim to increase the visibility of Aboriginal culture, art, history and language in community. One of which is outcome 9.4:

'Continue to work with the dual naming committee to increase dual naming or Noongar naming throughout the City of Mandurah'

The dual naming of City buildings is an important step towards achieving this outcome.

The buildings recommended to be considered for dual naming are:

- Administration Building
- Council Chambers
- Mandurah Aquatic and Recreation Centre
- Mandurah Library
- Falcon eLibrary (potentially to be renamed Falcon Library)
- Lakelands Library and Community Centre
- Billy Dower Youth Centre
- Mandurah Community Museum
- Mandurah Seniors and Community Centre
- Mandurah Ocean Marina
- City Works Depot

In considering the first stage of dual naming, officers engaged with the RAP steering group and internal staff and preference was given to prominent City buildings and those that are used by young people and seniors. Consideration was also given to buildings that have been prioritised for corporate rebranding.

Preliminary research has indicated that there are no other local governments in Western Australia who have dual named their civic and key City operated buildings. This gives the City of Mandurah the opportunity to be a leader in the field of Reconciliation and go over and above Reconciliation Australia's recommendations. It is also an opportunity for the City to strengthen its ties with the local Aboriginal community and support the recovery and revival of Noongar language.

Consultation

The City established a working group to initially consider and facilitate the dual naming of City parks and reserves. Over time this evolved to contracting a cultural consultant to provide dual naming recommendations and engage with other Traditional Owners on the City's behalf. Given that the dual naming of City buildings is more visible and impactful for this community, the cultural consultant recommended a community engagement process which encompasses broader community representation, with a focus on building the capacity of young people. The RAP steering group determined that a dual naming reference group would be formed to decide on dual names of City buildings. The names will then go out to the community with final endorsement by the RAP steering group.

The dual naming reference group was formed in January 2020 and includes:

- Traditional Owners
- Noongar language teachers and experts
- Noongar language students/young people
- Representation from male and female community members

The reference group have suggested the following names for four City buildings:

Council Chambers – Boordiya Mia

Boordiya refers to the leaders and decision makers, and Mia is house or place

Administration Building – Yoolin Mia

Yoolin refers to the people who support the leaders to implement their vision

Mandurah Seniors and Community Centre - Dandjoo Kaadadjan Mia

Coming together to connect and share wisdom

Billy Dower Youth Centre – Moorditj Mia

Safe / fun place

Further engagement was undertaken with youth who attend the drop-in program at Billy Dower Youth Centre. Drop In attendance figures show that 59% of drop-in participants identify as Aboriginal. The young people were invited to vote for their favourite name out of four options and Moorditj Mia received the most votes.

These names were presented to the RAP Steering Group in March 2020. Established groups such as Winjan Aboriginal Corporation and Bindjareb Aboriginal Interagency Network will be informed of the names before they are made public.

Landgate has advised that the dual naming of City buildings does not need to be formally registered through the Geographic Naming Committee.

The design consultants used to finalise signage concepts have suggested incorporating Aboriginal art into the lower 'pillars' of the entry to the Council Chambers. The inclusion of art work would need to be culturally appropriate and by a local Aboriginal artist. This matter was considered by the June 2020 RAP Steering Group and a working group has been established to review the City owned Aboriginal Art collection. The working group will provide options from this to the RAP Steering Group who will make a final decision and advise Council.

Statutory Environment

Nil

Policy Implications

Council previously endorsed two Reconciliation Policies relating to Naming of Community Infrastructure and Public Places and Aboriginal Connection to Country (land). Dual naming of public spaces and facilities is an ongoing priority of the RAP, therefore some minor policy changes are recommended, as follows:

POL – PKR 04 – Naming of Community Infrastructure and Public Places (Attachment 11.1)

Include 'dual named' in the opening statement as follows:

Community infrastructure and public places are reminders of local history, culture and citizens, and are named or dual named appropriately to match the context and significance.

Add the following text as Guiding Principal 2:

The City strongly supports the recovery and revival of Bindjareb Noongar language. The restoration of traditional Bindjareb names of geographical features and dual naming of public facilities and infrastructure is encouraged. Aboriginal names shall be in the local Bindjareb Noongar language and chosen in consultation with the Aboriginal community.

POL – CMR 08 Aboriginal Connection to Country (Land) (Attachment 11.2)

Under the policy statement 'The City will continue to appropriately acknowledge the importance of Aboriginal people's connection to land by'

Remove the following sub text:

Using dual language (English/Noongar) where possible

Add the following text:

Supporting the use of Aboriginal names or dual naming for public facilities or infrastructure'

Economic Implications

The current rebranding budget includes new signage for:

- Billy Dower Youth Centre
- Administration Building
- Council Chambers
- Mandurah Seniors and Community Centre

The new signage for these four buildings can include dual naming without the need for extra budget funding. As the City extends the rebranding to other buildings over time, dual naming will be included on other buildings with little to no extra cost.

Cost implications to progress further facilities with dual signage will be considered within the City's long term financial plan.

Strategic Implications

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

Identity:

- Encourage active community participation and engagement.
- Embrace Mandurah's identity as a multicultural community.
- Promote Mandurah's identity as a unique regional city, based on its waterways, history and future vision.
- Become known as a city and destination for events, arts, heritage and culture.

Conclusion

The dual naming of prominent City buildings is an opportunity for the City to strengthen its ties with Aboriginal community and support the recovery and revival of Noongar language, furthermore it presents a learning opportunity for the whole community. It is also a means of reinforcing the City's strong commitment to reconciliation.

In progressing the dual naming of City buildings, officers have taken the advice of a cultural consultant and the RAP steering group to develop a community engagement process which encompasses broader community representation and provides opportunities to build the capacity of young Aboriginal people. Officers acknowledge the importance of using local language in the naming of City buildings so have given preference to local dialect and spelling, as recommended by Traditional Owners.

Council is, therefore, requested to endorse the dual naming of eleven City buildings and the proposed changes to policies POL-PKR04 and POL-CMR08.

NOTE:

- Refer **Attachment 11.1 POL – PKR 04 - Naming of Community Infrastructure and Public Places**
Attachment 11.2 POL - CMR 08 - Aboriginal Connection to Country (Land)
Confidential Attachment Dual name signage concepts

RECOMMENDATION

That Council:

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

NAMING OF COMMUNITY INFRASTRUCTURE AND PUBLIC PLACES

POLICY

POL-PKR 04

Objective:

To formalise the principles by which the City of Mandurah (the 'City') names community infrastructure and public places, ensuring that a consistent, fair and equitable protocol is followed.

Statement:

Community infrastructure and public places are reminders of local history, culture and citizens, and are named or dual named appropriately to match the context and significance of the asset.

Guiding Principles

1. In general terms, naming should be unique and use form, spelling and style of contemporary Australian English. In particular cases, naming practice should take into account contemporary Indigenous and Torres Strait Islander spoken languages.
2. The City strongly supports the recovery and revival of Bindjareb Noongar language. The restoration of traditional Bindjareb names of geographical features and dual naming of public facilities and infrastructure is encouraged. Aboriginal names shall be in the local Bindjareb Noongar language and chosen in consultation with the Aboriginal community.
3. A name shall be wherever possible:
 - relevant to Australian, preferably local, history, flora, fauna, culture, local landscape and physical characteristics;
 - short and simple - preferably one to two words;
 - in all respects, in accordance with community standards;
 - complementary with and sensitive to existing names and design themes of adjoining assets;
 - not easily confused with or duplicating names within the region or nearby local governments;
 - be considerate of any potential risk to the reputation of the City and/or Council from aligning with an individual or company whose reputation may vary.
 - have strong local community support.
4. If personal names are used, the person commemorated should:
 - have contributed significantly to the development, protection or enhancement of the immediate locality (Mandurah) or greater region (Peel) that has produced long-term improvements in the area or community;
 - have actively served or contributed to an area of national or international importance;
 - have a long-term association with a local community group or service club (twenty years or more), service to the community or organisation must have been voluntary;
 - have donated property or funds for community benefit;
 - have their birth name recognised – no nick names;
 - preferably be recognised in memoriam.

Note: under the Land Administration Act 1997 names that commemorate a living person will not be considered for parks and reserves over one hectare.

Names of living persons are by their nature subject to partisan perception and change in community judgement and acceptance. For this reason the adoption of a personal name during the lifetime of the person concerned should only be made in exceptional circumstance.

5. Sensitivity to diverse cultural situations should be applied when selecting names and derogatory or discriminatory terms or terms likely to cause offence will not be approved.
6. Names of commercial entities must not be used unless part of a formal sponsorship proposal. This is dealt with under the City's Sponsorship Policy.

Naming of Parks and Reserves

Naming of parks, reserves and components of reserves must meet the requirements under the Land Administration Act and the Geographic Names Committee (GNC) WA Principles, Guidelines and Procedures.

Renaming of Community Infrastructure or Public Places

Renaming will only occur in an extraordinary case. Evidence of substantial community support must be provided for a change in name.

Where infrastructure or a public place has been named after a person and that person comes into disrepute through illegal activities, conviction or similar, whether retrospectively or subsequent to the naming, the name of the infrastructure or place shall be immediately removed.

Where a name change is being considered for any of the City's infrastructure (or reserve), the request is to be firstly referred to Land Management Service (LMS) to confirm if the current name is officially approved by the GNC.

If the current name is not officially approved by GNC, the City can apply for the new name to be approved through GNC. For the naming of any infrastructure after the street in which it is located, only the name of the street should be used and should not include the suffix (eg. Thomson Pavilion - not Thomson Street Pavilion).

If the current name is officially approved by GNC, Council will need to approve a recommendation to GNC for the change of name. Once the new name is approved by GNC, the City can officially change the name of the infrastructure.

Any naming, or renaming recommended to GNC should be accompanied with a plan to identify what is being named. The naming could include only the infrastructure on a reserve, only the reserve, or both the infrastructure and the reserve.

Signage

Any signage must be in line with the City's signage practices, design standards, and guidelines. The use of the City's logo will be in accordance with the City's image protocols.

Requirements for Naming Proposals:

- Addressed to the Chief Executive Officer (CEO);
- Evidence of support from an Elected Member of the City;
- Address of the building or place to be named;
- A site plan clearly identifying the location and boundaries of the asset to be named;
- The reason for the choice of name including the history, meaning, significance and relevance to the Mandurah and/or Peel region or national/international contribution;

- If the nomination is being submitted by an organisation, documented evidence (ie. minutes from a committee / board meeting) must also be included in support of the nomination.
- For personal names, the following must also be supplied:
 - Biographical details: dates of birth & death (if relevant); length and years of service or association;
 - Written permission from the family in the case of a deceased person.

Assessment Process:

- On receipt of a nomination, the CEO shall circulate a copy to all Elected Members for consideration;
- Elected Members shall have at least two (2) weeks to consider the proposal. If an Elected Member is not in favour of the proposal they should submit their views in writing to the CEO;
- If it is deemed appropriate to pursue the nomination, the CEO will submit a confidential report to Council. Adoption of the recommendation will require an absolute majority decision by Council.

Note:

All naming proposals relating to parks and reserves must be presented to Landgate (GNC) for initial comment prior to it being presented to Council for approval. If approval is provided, formal approval from Landgate is then requested.

Definitions

Community Infrastructure – any property, complex, structure, building, bridge, asset, sporting field owned or under the control of the City, excluding public roads.

Community Place – an area owned or under the control of the City that is not deemed to be a park (Eg plaza) or public road.

Responsible Directorate:	Strategy and Business
Reviewer:	Executive Manager Sport, Recreation and Events
Creation date:	Minute G.35/2/13, 26 February 2013
Amendments:	Minute G.35/2/15, 24 February 2015 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	<i>Land Administration Act 1997</i> For naming of parks, reserves or components of these i.e. pavilion, ovals, gardens. City of Mandurah Reconciliation Action Plan POL-CMR 08 Aboriginal Connection To Country (Land)

ATTACHMENT 11.2 ABORIGINAL CONNECTION TO COUNTRY (LAND)

POLICY

POL-CMR 08

Objective:

- 1) To formally acknowledge Aboriginal people's connection to Country (land and waterways) and its importance to them.
- 2) To guide the City of Mandurah, in decision making associated with; City works, Strategic document preparation, Assessment of private development and Submissions to State and Federal Government

Statement:

For the purpose of this policy, 'land and waterways' refers to all the lands and waterways within the boundaries of the City of Mandurah.

The City of Mandurah (the 'City') acknowledges that:

- The Aboriginal people of the South West area of Western Australia have resided on and had cultural connection with the land for over 45,000 years;
- Aboriginal lore is characterised by a strong spiritual connection to Country which includes caring for the natural environment and for places of significance;
- activities are undertaken on the traditional lands of the Bindjareb people of the Bibbulmun nation, within the boundaries of the City of Mandurah.

The City is committed to delivering a range of cultural awareness activities for its officers to better inform their decision making for projects relating to the use of land or waterways. The cultural awareness training aims to increase officer's ability to understand:

- the cultural responsibility Aboriginal people have to care for the land and waterways;
- the law and lore of local Aboriginal people, and how they relate to land and water use;
- local Aboriginal people, their culture and their stories.

Opportunities for officers to use this understanding of connection to Country include:

- sharing knowledge about the spiritual, social, cultural and physical connection to Country of Aboriginal people with colleagues, agents and contractors;
- incorporating cultural and historical accounts from Aboriginal people during project design and implementation stages.

The City will continue to appropriately acknowledge the importance of Aboriginal people's connection to land by:

- Supporting the use of Aboriginal names or dual naming for public facilities and infrastructure
- Acknowledging the importance of connection to land in relevant strategic documents;

- Consulting with local Aboriginal people where possible to integrate cultural information into activities, events and the development of public facilities and infrastructure.
- Seeking opportunities to utilise the local historic cultural (Aboriginal) content in activities and projects that relate to land or waterways. This may include;
 - o Interpretive art, signage or naming
 - o Providing information or contacts to private developers to utilise with Development Applications or Outline Development Plans

NB: public facilities and infrastructure include the built and landscaping components of public and active open spaces, parks and reserves, as well as trails, conservation projects, community buildings and facilities.

Definitions:

Bindjareb:

Refers to the specific territory where the Aboriginal people live. This territory borders other territories and extends from Mount Brown In Naval Base, across through Wungong Brook between Armadale and Byford to the Albany Highway, and extends to the river where the township of Williams is and across to Myalup, into the ocean and extending back to where Mount Brown is located.

Country:

In the context of Australia's Aboriginal culture, "Country" refers to a specific place within Australia and not Australia itself. Country refers to "this" place, or the area of a traditional language group. Aboriginal people have a special relationship with the land. It has a unique place in their hearts, more like a relative than an object. They have a deep, enduring spiritual connection to Country. The connection of Aboriginal people to Country forms their culture and sovereignty (self-governance), including Aboriginal law and spirituality that is intertwined with the land, people and creation.

Elders:

Elders are often the knowledge keepers of their people's history, stories, culture and language. They are usually older people but some families may agree to a younger person to take on this cultural responsibility. This is the family's prerogative.

Traditional Owners:

Aboriginal representatives of the traditional language group that inhabited the area prior to European settlement are often recognised as traditional owners by local Aboriginal communities.

Responsible Directorate:

Sustainable Communities

Reviewer:

Manager Community Development

Creation date:

Minute G.14/6/15, 23 June 2015

Amendments:

Minute G.12/7/19, 23 July 2019

Related Documentation:

City of Mandurah Reconciliation Action Plan
Procedure PRO-CMR 05 Aboriginal Connection to Country Consultation

12	SUBJECT:	Consultation Paper State Government Waste Levy: Review
	DIRECTOR:	Director Works and Services
	MEETING:	Ordinary Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- RRC OCM 16 April 2020 14.7.3 – WA Waste Authority Waste Levy RRC endorsed the Waste Levy report which will be used as the submission to DWER. (Refer Attachment 12.1)
- G.31/6/18 26 June 2018 Council advised WALGA of its preferred position in relation to the Waste Levy Policy Statement and reaffirmed its position in relation to Waste to Energy processing.
- G.24/3/18 27 March 2018 Council endorsed the written submission to the Waste Authority on the Waste Avoidance and Resource Recovery Strategy Consultation Paper
- G.32/3/15 24 March 2015 Council noted the Review of Waste Avoidance and Resource Recovery Act 2007 Discussion Paper

Background

The State Government's Waste Strategy 2030 outlines approaches to avoid the generation of waste, increase material recovery, and protect the environment from impacts of waste.

The strategy contains the following three key objectives:

- Avoid: Western Australians generate less waste
- Recover: Western Australians recover more value and resources from waste
- Protect: Western Australians protect the environment by managing waste responsibly

The Waste Strategy 2030 also includes a headline strategy to review the scope and application of the waste to landfill levy to ensure that its impact assists waste management practices to meet the above three objectives.

The Department of Water and Environment Regulation (DWER) released a Consultation Paper on 20 February 2020 on the 'Review of the waste levy' (refer Attachment 12.2) and is seeking community comment as part of the evidence to inform the review. DWER extended the timeline for submissions to 15 July 2020.

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

The current levy is set at \$70/tonne for putrescible waste and \$105/m³ for inert waste. A historic review of the levy is detailed in the table below:

Period	Putrescible Waste Rate/tonne	Inert Waste m ³
31 December 2014	\$28	\$12
1 Jan 2015 – 30 June 2016	\$55	\$60
1 July 2016 – 30 June 2017	\$60	\$75
1 July 2017 – 30 June 2018	\$65	\$90
1 July 2018 onwards	\$70	\$105

The Minister for Environment has confirmed that the levy will remain unchanged for 2020/21, but an increase in the levy is expected on 1 July 2021.

The passage of the *Waste Avoidance and Resource Recovery Act 2007 (WARR Act)* and the *Waste Avoidance and Resource Recovery Levy Act 2007 (WARRL Act)* were accompanied by an understanding that the primary rationale for the levy was to provide funds for relevant strategic waste management activities.

However, in 2009 the WARR and WARRL Acts were amended to substantially increase the levy and divert funds away from strategic waste management activities. At least 25% of funds raised through the levy must now be paid into the Levy Fund (WARR Account), with the remaining 75% of funds going into consolidated revenue to fund government operation and services.

The State Government currently collects approximately \$82M in revenue from the levy.

An analysis of the Waste Authority Business Plan and Annual Report by WALGA has confirmed that a significant portion of the 25% of Levy funds allocated in the WARR Account are used to fund DWER operations (approximately 60%), with only a small portion being used to fund strategic waste initiatives. The breakdown of the 25% of funds over the last 2 years can be summarised in the table below:

	DWER	Local Government	Consultant/Service Provider	Waste industry/Community/Charity
2018/19	\$12,465,400 [60%]	\$5,189,200 [25%]	\$979,100 [5%]	\$2,116,300 [10%]
2019/20	\$12,141,050 [59%]	\$5,630,200 [26%]	\$955,000 [5%]	\$2,023,750 [10%]

By comparison, Victoria has a similar Levy scheme that allows for 60% of the total Levy being made available for funding initiatives on waste management.

The Consultation Paper raises a number of key issues that have particular relevance to the City of Mandurah and these issues can be summarised as follows:

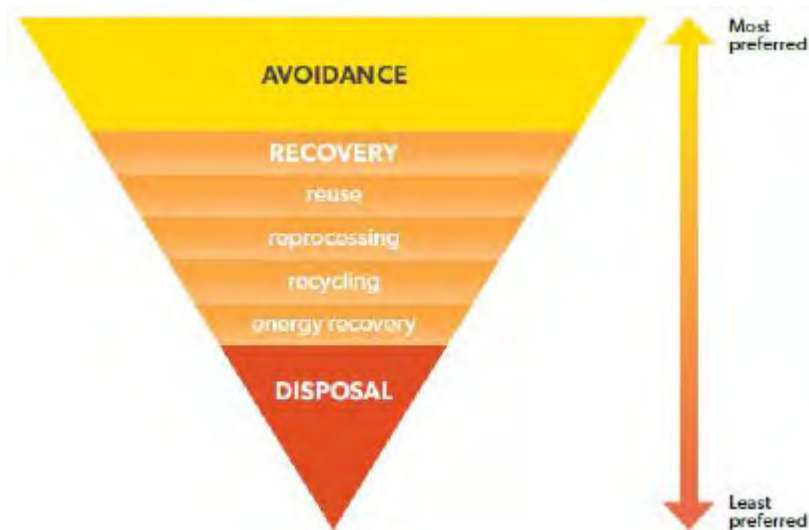
- Geographical area of the Levy – should it expand beyond the Perth metropolitan area?

Chapter 6 of the Paper refers to the other states (NSW, South Australia and Victoria) and how they have imposed a differential Levy on regional areas. The Waste Strategy clearly references both Perth and Peel in many of its strategies and actions, and the paper builds a case that the Levy should be expanded to include the Peel Region, primarily due to growth in the area that has been experienced since 1998. The population estimates in the paper for the Peel Region are drastically overstated (population of 179,000 by 2023) and need to be challenged – particularly if these numbers are being used as part of their rationale for expanding the Levy into the Peel region.

- Waste to Energy

Chapter 7 of the Paper examines the future application of the Levy with a focus on energy recovery. The current Levy Regulations only impose the Levy to waste received at landfill premises. However, when the WARRL (Levy Act) was introduced in 2007, the wording of the legislation was broadened to refer to a Levy on waste disposal, rather than just landfill. At the time there was no intention to apply the Levy to anything other than waste disposed of at landfill, however the legislative framework exists and it is clear that the State Government intend to review what other waste management methods should be levied with Waste to Energy facilities clearly in their sights.

The WARR Act and the Waste Strategy 2030 references the waste hierarchy (detailed below) and places energy recovery one level above landfill, and is the least preferred waste recovery option.



The Waste Strategy gives preference to material recovery over energy recovery and includes a target to recover energy only from residual waste by 2020. It states that energy recovery is preferable to landfill disposal, but should only be applied to residual waste once better practice source separation approaches have been undertaken (i.e. the implementation of the third FOGO bin).

There are currently two Waste to Energy plants being proposed for the Perth area and the Consultation Paper infers that a Levy may be applied to non-residual waste that is sent to these facilities.

Comment

The waste Levy is largely a State Government tax on waste disposal. A large proportion of the funds collected from the Levy are allocated direct to consolidated revenue (75%) or used to fund government authorities like DWER and the Waste Authority, with only a small portion being used to support strategic waste initiatives.

As the City is not located within the Perth Metropolitan Area, it has been in a fortunate position where it has not been liable for payment of the Levy as the City's waste is sent south to a landfill in Dardanup.

However, it is clear from the Consultation Paper that the State Government is reviewing its options with regards to the expansion of the geographical area of the Levy to include the Peel region (and possibly other regional areas) and to impose the Levy on non-residual waste being processed at Waste to Energy facilities.

Both changes will have significant financial impacts on the City of Mandurah ratepayers and the City will have no other option than to pass the Levy onto ratepayers through its annual rubbish charge.

The Consultation Paper has been designed so it provides a general overview on the relevant issues and seeks community input through a series on consultation questions. The consultation questions and the officer's response are detailed below:

Consultation Questions

Chapter 2

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

Response:

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

Chapter 3

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

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

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

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

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

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

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

Chapter 4

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

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

Please provide information on potential impacts which may result from increasing the waste levy? If you knew when the waste levy was going to be varied, how would it affect your decisions about managing waste or related investments?

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

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

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

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

Chapter 5

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

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

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

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

Chapter 6

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

Where are these opportunities most likely to be viable?

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

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

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

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

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

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

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

Chapter 7

Waste Strategy 2030 proposes that by 2020, only residual waste will be used for energy recovery. How will this requirement affect your waste management operations?

Would a waste levy on energy recovery have a different effect on your operations?

Are there any other waste management options where applying a levy could help achieve the objective of Waste Strategy 2030?

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

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

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

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

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

- Changing WtE project economics

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

- WtE should be recognised as equivalent to composting as part of the overall solution to achieving the zero landfill objectives of the Waste Strategy 2030.
- WtE produces less greenhouse gases than composting:
 - o DWER/Waste Authority have not been able to produce a business case for the source separation of organics (FOGO bin), and legislating for a circular economy outcome without a plan for a complete and competitive market, is a significant risk to all involved. The market for recoverable organics is not yet established and no business case has been developed by the DWER/Waste Authority.
 - o The case for the third bin is not economic or financial so it relies on sustainable waste management factors.
 - o During most debates about sustainable waste management practices, the pro-composting parties believe that incineration is worse for the environment. Papers based on independent studies prove otherwise.
 - Waste management options to control greenhouse gas emissions – landfill, compost or incineration? Paper for the ISWA Conference, Portugal, October 2009 by Barbara Hutton, Research student, Master of Sustainable Practice, RMIT University, Ed Horan, Program Director, Master of Sustainable Practice, RMIT University, Melbourne and Mark Norrish, Mathematics, Australian National University, Canberra (Australia).
 - The Ecological Footprint of Composting and Incineration of Garden Waste in Denmark. An evaluation of the ecological benefits of incinerating garden waste in waste-to-energy facilities versus composting. An Interactive Qualifying Project submitted to the faculty of Worcester Polytechnic Institute in partial fulfillment of the requirements for the Degree of Bachelor of Science Submitted by: Seth Chapman Nikki Clardy Nathan Webb.
 - o Findings from both reports: -
 - Incineration of waste had the least climate impact of the three methods of disposal, followed by landfill with gas capture. This study did not estimate CO₂ savings from waste-to-energy, only the benefits from reducing greenhouse gas emissions, CH₄ and N₂O, from landfill and composting. If energy-from-waste is used to replace coal-

fired electricity, results for incineration and landfill gas capture would be even greater.

- This report assesses the environmental impacts of incineration with energy recovery and composting as two options for the disposal of garden waste in Denmark. By analysing literature and speaking with experts in the field of waste management a recommendation was formed as to the most ecologically friendly plan for garden waste management. This study concludes that in most instances, incineration proves to be more environmentally friendly.
 - These outcomes did not include the saving of “emissions” from the pickup operation of the 3rd bin or the considerable savings of fuels from the incinerator power generation, which would make the case for incineration stronger.
- o RRC member Council's and the City of Canning will achieve the objectives detailed in the Waste Strategy 2030:
- 70% material recovery* by 2025
 - No more than 15% of waste landfilled by 2030.
 - Waste Strategy 2030 states that resource recovery includes the recovery of energy from waste.
- * *Subject to WtE being classified as material recovery, which is not defined (but resource recovery is and includes energy from waste) within the Strategy.*
- o Interestingly re-use of organics (no levy applied) after they rot into compost and then not used again is considered a higher option than producing power via thermal treatment (saving fossil fuels) and defined as re-use under Waste Strategy 2030. Whilst the Strategy states that WtE is the least preferred method of resource recovery, it remains a viable alternative to landfill and should NOT therefore be penalised.
- o RRC members executed the Waste to Energy Agreements in 2015 with participants required to commit to minimum tonnes of waste to successfully close the negotiations. At that time there was no conflict with the State Waste Strategy – which was primarily focused on landfill diversion. It is highly unlikely that the City would have sufficient quantities of waste to introduce an organic separation service (FOGO bin) by 2025 – which is required in the Waste Strategy - without incurring financial penalty under the WtE Agreement.
- o Waste to Energy is a legitimate solution for diversion from landfill and should be allowed to develop without market interference.

Chapter 8

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

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

Consultation

The Rivers Regional Council on behalf of its member Councils has provided a submission to DWER in response to its invitation to comment. Similar submissions will be made from the member Councils on an individual basis.

Statutory Environment

The Waste Avoidance and Resource Recovery Act is the principal piece of legislation dealing with waste management in Western Australia and came into operation on 1 July 2008.

The waste levy is governed by the following legislation:

- *Waste Avoidance and Resource Recovery Levy Act 2007*
- *Waste Avoidance and Resource Recovery Levy Regulations 2008*

Policy Implications

Nil

Economic Implications

The current landfill levy is set at \$70/tonne for putrescible and \$105/m³ for inert waste. The City disposed of 45,000 tonnes of putrescible waste and 10,000 tonnes of inert waste to landfill during 2018/19 (similar tonnes are expected for the 2019/20 period) and was not liable for any landfill levy as both landfills were located out of the Perth Metropolitan area.

Risk Analysis

Based on the wording in the Consultation Paper there is a high probability that the waste levy will be expanded to include the Peel region with an effective date of around 1 July 2021. There is also a high probability that the Levy will apply to Waste to Energy facilities in some form.

These measures will have a significant financial impact on Mandurah ratepayers and the costs will need to be passed onto ratepayers through the annual rubbish charge.

The current landfill levy is set a \$70/tonne for putrescible waste and \$105/m³ for inert waste.

It is estimated that the City will dispose of 45,000 tonnes of putrescible waste at the Dardanup Landfill and 11,000 m³ of inert waste at the Tims Thicket landfill (from the Waste Management Centre and Operation Services) for the 2019/20 period. Based on the current levy rates (and this is highly likely to increase) the City's potential levy liability would be as follows:

Putrescible Waste	\$70/tonne	45,000 t	\$3,150,000
Inert waste – from WMC	\$105/m ³	4,650 m ³	\$488,250
Inert waste (Operation Services)	\$105 m ³	6,500 m ³	<u>\$682,500</u>
			\$4,320,750

The waste management budget and the W&S Operation Services budget would need to increase to accommodate this additional expenditure. This equates to an additional \$80 to \$85 per service.

The waste to energy plant should become operational by late 2021. If the Levy is expanded to include the Peel Region, then the City would only need to pay the levy at Dardanup landfill for a six-month period of time or until the plant was fully operational and receiving the City's waste.

However, the Consultation Paper makes it clear that the State Government will impose a levy on Waste to Energy plants, but at this stage it is not clear how this will actually work or the indicative timing. It is thought that those Councils who do not implement the FOGO service will be required to pay a higher Levy.

Given that there are two waste to energy plants proposed for Perth (Kwinana and Rockingham), and that both plants will process around 700,000 tonnes of waste when fully operational, it is clear that these plants will affect future Levy revenues and the Government will be keen to rectify this situation, even though evidence shows that the waste to energy methodology is more environmentally sustainable.

Strategic Implications

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

Economic:

- Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts.

Environment:

- Advocate for and partner with all levels of Government and other agencies to ensure environmental impacts are considered in all strategy development and decision making.

Organisational Excellence:

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

Conclusion

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

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

The Consultation Paper raises a number of pertinent questions and proposals (expansion of Levy into the Peel region and imposition of a Levy onto waste to energy facilities) that could have significant financial impact on the City of Mandurah and its ratepayers.

This report seeks to make Council aware of the Levy review and the likely financial impacts that the Levy could have on the City and its ratepayers, and recommends that officers formally respond to the review outlining the Council's concerns as identified in this report.

NOTE:

- Refer ***Attachment 12.1 Rivers Regional Council Submission***
Attachment 12.2 Review of the Waste Levy Consultation Paper

RECOMMENDATION

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

Rivers Regional Council: Ordinary Council Meeting 16 April 2020

4. WA Waste Authority Waste Levy.

The WA Waste Strategy includes a review on the waste levy a short term (1-2 years) action;

- 5.1 Waste levy review - In consultation with relevant stakeholders, undertake a review of the scope and application of the waste levy to ensure it meets the objectives of the Waste Strategy.
- 5.2 Schedule of levy rates - Establish a schedule of future waste levy rates that provides a minimum five-year projection.
- 5.3 Amend WARR Levy Regulations - Update the Waste Avoidance and Resource Recovery Levy Regulations 2008 to reflect any changes to the scope and application of the waste levy.

Current Consultations by Department of Water and Environment Regulation (DWER).

- Review of the Waste Levy Consultation paper February 2020 (*Refer Attachment*).
- Closing the Loop Waste Reforms for a circular economy Consultation paper February 2020.

The Minister has confirmed that there will be no changes to the levy arrangement for the 2020/21 financial year. The application of any new levy on Waste to Energy is unlikely to occur until after the 2025 target date for the introduction of a FOGO source separation 3 bin system.

RRC Waste Management Headline Issues – DWER Discussion Papers

- The Waste levy should NOT be applied to Waste to Energy;
- The landfill levy needs to be fully hypothecated to waste initiatives in this State. Only 25% is currently allocated to waste related actions;
- State Government needs to lead in the development of industry that uses recycled products;
- Local Governments should be able to design a response to waste that is tailored to their community, subject to achieving the macro objectives of the State Waste Strategy;
 - 70% material recovery by 2025; and
 - No more than 15% landfilled by 2030;
- Waste to Energy is a legitimate solution to diversion from landfill and should be allowed to develop without market interference;
- Legislating for a circular economy outcome without a plan for a complete and competitive market is a significant risk to all involved.

Case against Levy on Waste to Energy

- Diversion from landfill should be the major objective and Waste to Energy (WtE) is a legitimate solution to diversion from landfill.
 - The legislative purpose of the Levy is: -
 - Influencing waste management practices, including reducing waste to landfill, by increasing the price of landfill disposal.
 - Raising funds to support waste-related programs, which have the effect of reducing waste to landfill.

- All of the current levy should therefore be applied to projects which reduce waste to landfill.
- As WtE achieves the purpose of reducing (almost eliminating waste to landfill) it should qualify for some assistance from the levy fund, rather than be penalised.
- Changing WtE project economics. Millions of commercial investment dollars have been committed to WtE to allow RRC Councils and Canning to lead the way in landfill diversion, and fiddling with the economics of WtE at this early stage of development would be detrimental to the project and potentially impact on the landfill diversion targets. Major projects like the WtE plant require commercial stability for funders and operators to commit long term capital. Whilst the Waste Strategy does not have the same standing as legislation, it does carry regulatory type support. The contractual commitments entered into by Participants prior to the Strategy will require consideration by the State Government in any decision to change the economics of WtE.
- WtE should be recognized as equivalent to composting as part of the overall solution to achieving the zero landfill objectives of the State Waste Strategy.
- WtE produces less greenhouse gases than composting.
 - The Waste Authority has not been able to produce a business case for the source separation of Organics, and Legislating for a circular economy outcome without a plan for a complete and competitive market is a significant risk to all involved. The Market for recoverable organics is not yet established and no business case has been developed by the Waste Authority.
 - The case for the 3rd bin is not economic or financial so it relies on sustainable waste management factors.
 - During most debates about sustainable waste management practices, the pro composting parties believe that incineration is worse for the environment.
 - Papers based on independent studies prove otherwise.
 - Waste management options to control greenhouse gas emissions – Landfill, compost or incineration? Paper for the ISWA Conference, Portugal, October 2009 by Barbara Hutton, Research student, Master of Sustainable Practice, RMIT University, Ed Horan, Program Director, Master of Sustainable Practice, RMIT University, Melbourne and Mark Norrish, Mathematics, Australian National University, Canberra (Australia).
 - The Ecological Footprint of Composting and Incineration of Garden Waste in Denmark. An evaluation of the ecological benefits of incinerating garden waste in waste-to-energy facilities versus composting. An Interactive Qualifying Project submitted to the faculty of Worcester Polytechnic Institute in partial fulfillment of the requirements for the Degree of Bachelor of Science Submitted by: Seth Chapman Nikki Clardy Nathan Webb.

Findings from both reports: -

- Incineration of waste had the least climate impact of the three methods of disposal, followed by landfill with gas capture. This study did not estimate CO₂ savings from waste-to-energy, only the benefits from reducing greenhouse gas emissions, CH₄ and N₂O, from landfill and composting. If energy-from-waste is used to replace coal-fired electricity, results for incineration and landfill gas capture would be even better.
- This report assesses the environmental impacts of incineration with energy recovery and composting as two options for the disposal of garden waste in Denmark. By analyzing literature and speaking with experts in

the field of waste management a recommendation was formed as to the most ecologically friendly plan for garden waste management. This study concludes that in most instances, incineration proves to be more environmentally friendly.

- These outcomes did not include the saving of “emissions” from the pickup operation of the 3rd bin or the considerable savings of fuels from the incinerator power generation, which would make the case for incineration stronger.
- RRC Councils and Canning will achieve the objectives detailed in the State Waste Strategy: -
 - 70% material recovery* by 2025 and
 - No more than 15% landfilled by 2030
 - The State Waste Strategy states that Resource recovery includes the recovery of energy from waste.

**Subject to WtE being classified as material recovery which is not defined (but resource recovery includes WtE). Re-use is also not defined under the but using a dictionary definition – "Reuse as the action or practice of using something again, whether for its original purpose (conventional reuse) or to fulfil a different function (creative reuse or repurposing)".*

- Interestingly re-use of organics (no levy applied) after they rot into compost and then not used again is considered a higher option than producing power via incineration (saving fossil fuels) and defined as re-use under the State Strategy. Why using waste as fuel to produce energy is not also considered as re-use is not explained in the Strategy. Whilst the State Waste Strategy states that WtE is the least preferred method of resource recovery, it remains a viable alternative to landfill and should NOT therefore be penalised.
- If collecting, sorting, cleaning, and recovering a given material is more carbon intensive than extracting energy from it, which makes more sense?
- Applying a levy on WtE fails to recognise that based on current estimates from other similar plants across the world approximately 24% of the 400,000 tonnes processed at the plant or 95,000 tonnes will be reused after the energy recovery process. 4% - metals, 2.5% - fly ash and 17.5% as various forms of aggregate. This will also could result in a 100% diversion from landfill.
- The Waste to Energy Contract was executed in 2015 with participants required to commit to minimum tonnes to successfully close the negotiations. At that time there was no conflict with the State Waste Strategy. Depending on waste quantities being produced by participating communities it is unlikely that all Councils will have capacity to introduce organic separation by 2025 without incurring a financial penalty under the WtE contract.
- To apply a waste levy to WtE will change the economics between layers of the waste hierarchy. If the levy objective is not only to change from landfill diversion but the economics of other layers of the waste hierarchy, then the application of a levy to all layers should be reviewed.



Review of the waste levy

Consultation paper
February 2020



Review of the waste levy

Consultation paper

Department of Water and Environmental Regulation
February 2020

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Consultation on the waste levy

This paper seeks community input on improving the waste levy.

The issues discussed in this paper will be of primary interest to generators and managers of waste, investors and others involved in developing improved approaches to managing waste in Western Australia. This consultation provides an opportunity to raise issues, concerns and opportunities, and provide information on potential impacts on businesses, the community and government.

Following the public consultation period, the Department of Water and Environmental Regulation (the department) will analyse submissions, undertake further investigation and modelling, and make recommendations to the Minister for Environment.

By making a submission you are consenting to the submission being treated as a public document. Your name will be published; however, your contact address will be withheld for privacy. If you do not consent to your submission being treated as a public document, you should either mark it as confidential, or specifically identify the parts that you consider confidential, and include an explanation.

Submissions will be summarised in a report following the close of the consultation period.

The department may request that a non-confidential summary of the material is also given. It is important to note that, even if your submission is treated as confidential by the department, it may still be disclosed in accordance with the requirements of the *Freedom of Information Act 1992*, or any other applicable written law.

The department reserves the right before publishing a submission to delete any content that could be regarded as racially vilifying, derogatory or defamatory to an individual or an organisation.

How to make a submission

The consultation period will be 12 weeks. Written submissions must be received by 5pm (WST) on Friday, May 15, 2020. No late submissions will be considered.

Written submissions can be lodged (preferred) at consult.dwer.wa.gov.au/waste-policy/review-of-the-waste-levy/

Hard copies can be mailed to:

Waste Levy Review

Department of Water and Environmental Regulation

Locked Bag 10, Joondalup DC, WA 6919

Feedback from this consultation process will inform the development of final legislative approaches to support waste reform in Western Australia.

For further information please email wastelevyreview.query@dwer.wa.gov.au

1 Introduction

The Government of Western Australian is committed to reducing waste disposed to landfill, and increasing resource recovery across the state. Western Australia's Waste Avoidance and Resource Recovery Strategy 2030 ([Waste Strategy 2030](#)) outlines approaches to avoid the generation of waste, increase material recovery, and protect the environment from the impacts of waste.

The waste levy applies to the landfill disposal of waste generated in the Perth metropolitan area. It increases the cost of landfill disposal, which provides a financial incentive to decrease the quantity of landfill disposal.

Waste Strategy 2030 includes a headline strategy to review the scope and application of the waste levy to ensure it meets the objectives of the strategy. These are shown in figure 1.

Figure 1: Objectives and targets of Waste Strategy 2030

Avoid	Recover	Protect
<i>Western Australians generate less waste.</i>	<i>Western Australians recover more value and resources from waste.</i>	<i>Western Australians protect the environment by managing waste responsibly.</i>
2025 – 10% reduction in waste generation per capita 2030 – 20% reduction in waste generation per capita	2025 – Increase material recovery to 70% 2030 – Increase material recovery to 75% - From 2020 – Recover energy only from residual waste	2030 – No more than 15% of waste generated in Perth and Peel regions is landfilled 2030 – All waste is managed and/or disposed to better practice facilities

The strategy also requires the establishment of a schedule of future waste levy rates with a minimum five-year horizon.

Purpose and scope of this paper

The Government of Western Australian is reviewing the scope and application of the waste levy to ensure it meets the objectives of Waste Strategy 2030.

This paper seeks the input of key waste stakeholders as part of the evidence to inform the review. The review will also consider economic analysis and other investigations.

As outlined in Waste Strategy 2030, the review adopts the objectives of the waste strategy as objectives for the review of the waste levy.

Reforms in progress that relate to the waste levy

The Government is progressing a number of other waste reforms that relate to the waste levy and support the objectives of Waste Strategy 2030. These reforms have not been discussed in this paper as they will be (or have been) subject to separate consultation processes:

- Amendments to the Waste Avoidance and Resource Recovery Regulations 2008 (WARR Regulations) to require recordkeeping and reporting of waste and recycling data from local governments, waste recyclers and licensees of

major regional landfills. This has been enacted from 1 July 2019 and the first of the required reports will be submitted by 1 October 2020.

- Review of the uncontaminated fill thresholds in Table 6 of the *Landfill Waste Classification and Waste Definitions 1996 (as amended 2019)*
- Proposed amendments to the WARR Levy Regulations to require the use of weighbridges for Category 63, 64 and 65 landfill premises to calculate leviable waste.
- *Waste not, want not – valuing waste as a resource* – Consultation to inform development of a legislative framework to provide for beneficial re-use of waste-derived materials.
- Legislative proposals for waste reform (*Closing the loop – Waste reforms for a circular economy in Western Australia*)

Further information on these five initiatives, and links to previous consultation, is available at www.dwer.wa.gov.au. The feedback received from these consultation processes will form part of the inputs used to provide advice to the Minister.

Waste levy avoidance and evasion

The consultation processes listed above include significant proposed measures to address the potential for waste levy avoidance and evasion.

This paper discusses waste levy avoidance and evasion where it is relevant to the scope and application of issues in the paper. It does not include a comprehensive discussion of waste levy avoidance and evasion.

Waste levy expenditure

Currently, \$20.75 million per annum (25 per cent) of the forecast waste levy revenue is allocated to waste-related actions administered by the Waste Authority or undertaken by the department. This funding supports actions under Waste Strategy 2030.

This review does not discuss in detail the role of the levy in funding programs and actions. The effectiveness of waste levy expenditure is dependent on the effectiveness of actions, each of which needs to be evaluated on its own performance.

Identifying measures that are successful in supporting Waste Strategy 2030 demonstrates the benefit of levy expenditure on waste management.

Delivery of Waste Strategy 2030's annual [action plan](#) is to be supported by an evaluation framework, which will guide the evaluation of programs and actions funded by the levy. This framework will evaluate the degree to which actions are meeting the intent of Waste Strategy 2030 and identify potential improvements. The framework will ensure an approach to evaluation that is consistent, transparent, consultative and evidence based.

2 Objective of the waste levy

The objectives of Waste Strategy 2030 and therefore of the review of the waste levy are broader than past objectives of a levy.

Original objective

A levy on metropolitan waste was first introduced by the *Environmental Protection (Landfill) Levy Act 1998*. Its stated purpose was to provide funding for waste management and recycling programs^{1 2}.

Waste Avoidance Resource and Resource Recovery Act

The levy was incorporated into the *Waste Avoidance Resource and Resource Recovery Act 2007* (WARR Act) and the *Waste Avoidance Resource and Resource Recovery Levy Act 2007*. While the scope and application of the levy remained largely unchanged, the levy's purpose was stated as³:

- influencing waste management practices, including reducing waste to landfill, by increasing the price of landfill disposal
- raising funds to support waste-related programs, which have the effect of reducing waste to landfill.

Waste Strategy 2030

The strategy contains the following objectives:

- Avoid: Western Australians generate less waste.
- Recover: Western Australians recover more value and resources from waste.
- Protect: Western Australians protect the environment by managing waste responsibly.

As specified by the strategy, the current waste levy review seeks to ensure that the scope and application of the waste levy supports these three objectives, which are broader than the objectives under the Act.

Chapter 2 - Consultation questions

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

¹ Environmental Protection (Landfill) Levy bill, second reading, Legislative Assembly 22 October 1997 "to provide necessary funding for waste management and recycling programs". The speech also refers to Advisory Council on Waste Management (1997)²

² Western Australian Advisory Council on Waste Management (1997). *The Introduction of an urban landfill disposal levy in Western Australia*, "The justification for the levy is to raise funds to be spent on waste reduction, recycling and waste management projects and programs, public education and information approved by the Minister for the Environment on advice from the Advisory Council on Waste Management."

³ Waste Avoidance and Resource Recovery Levy bill 2007, second reading, legislative assembly, 17 October 2007.

3 How the levy can help achieve the objectives of Waste Strategy 2030

Waste Strategy 2030 contains a number of measures to achieve its objectives, and is not prescriptive about the role of the waste levy in achieving any particular objective. The waste levy's price signal may be relied upon to achieve an objective where it is effective and efficient relative to the use of other programs and instruments. The waste levy also provides funds to support other such measures.

The price signal provided by the waste levy makes landfill disposal more expensive and less attractive to waste generators and managers. Their options to reduce the financial cost of landfill disposal include reduced generation of waste and increased recovery and recycling.

If landfill disposal becomes less attractive than alternatives, then waste generators or managers may choose these options instead of landfill. A waste levy may lead to increased waste recovery or reduced generation. The factors that affect whether this will occur include:

- the disposal costs of some waste generators (such as households) are not tied to the volumes of waste that they generate, and households that generate and dispose of less waste do not receive reduced local government rates
- the viability and cost of beneficial alternatives to landfill can depend on the strength of markets for recoverable materials and the cost of establishing processing infrastructure.

Where there are potential uses for recyclable material that are near to being commercially viable, increasing the cost of landfill disposal may make these uses financially competitive with landfill.

Waste levy avoidance and evasion can also result in reduced actual or reported quantities of waste disposed to landfill. Key reforms to address avoidance and evasion are outlined in section 1.

The effectiveness of a waste levy to divert waste from landfill depends on the realistic options that waste generators and managers have to respond to the increased costs of landfill, and the decisions and investments they make. A waste levy may improve recovery of materials if potential recovery opportunities exist. However, like all financial incentives, it is only effective and efficient if beneficial alternatives are within its reach.

Chapter 3 - Consultation questions

The department would appreciate your feedback on the following question:

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

If you can provide evidence or more detailed information to support your views, this may help make a stronger case for appropriate action.

4 Rate of the levy

Levy rates since 2012

In developing the 2012 waste strategy, the Waste Authority advised the government that an increase to the rate of the waste levy was required in order to meet the strategy's waste diversion targets.

A five-year schedule of increases was instituted from 1 January 2015. This took the waste levy from its 2014 levels of \$28 and \$8 per tonne of putrescible waste and inert waste respectively, to \$70 per tonne for both putrescible waste and inert waste from 1 July 2018 onwards. This is shown in Table 1.

Period	Putrescible rate/tonne	Approx. inert rate/tonne	Inert rate/m ³
31 December 2014	\$28	\$8	\$12
1 January 2015 – 30 June 2016	\$55	\$40	\$60
1 July 2016 – 30 June 2017	\$60	\$50	\$75
1 July 2017 – 30 June 2018	\$65	\$60	\$90
1 July 2018 onwards	\$70	\$70	\$105

Table 1 - Waste levy rates

Effect of the levy rate

A key element of the waste levy's objectives involves the diversion of waste from landfill towards material recovery by making recycling more financially attractive relative to landfilling.

However, if financially attractive opportunities for recycling do not emerge, then increasing the waste levy may have unintended consequences, such as creating an incentive for the inappropriate disposal of waste in order to avoid paying a levy.

Since the increases in the waste levy, there has been a significant decline in waste from the Perth metropolitan area being disposed to landfill, particularly construction and demolition waste. However, there is currently a lack of data on waste volumes and flows to indicate that re-use and recycling rates for waste are improving. Changes to the WARR Regulations commencing from 1 July 2019 will improve information and reporting about waste flows.

The disposal of waste to landfill misses opportunities for the better use of materials. However, waste that is contained within a well-managed landfill has substantially less environmental impact than waste that is disposed inappropriately in the environment.

A prudent approach to future waste levy increases may involve understanding what beneficial recovery and re-use opportunities exist, and confirming that the waste levy is functioning as intended and is not causing unacceptable negative consequences. When these circumstances are in place, then increasing the waste levy may be an effective way to improve recovery rates.

Chapter 4 - Consultation questions

1. How has the waste levy benefitted or affected your waste business or operations?
2. Can you advise of any recycling and waste diversion opportunities that would become viable if the waste levy was increased or applied in a different way? What rate of levy could be required to make these viable?
3. Please provide information on potential impacts which may result from increasing the waste levy.
4. If you knew when the waste levy was going to be varied, how would it affect your decisions about managing waste or related investments?

If you can provide evidence or more detailed information to support your views, this may help make a stronger case for appropriate action.

5 Setting future levy rates

As new information, circumstances and technology emerge in future, there may be good reasons to adjust the waste levy, to ensure it is based on up-to-date knowledge about the efficient management of waste.

On the other hand, if waste levy rates are set several years in advance, this can give waste managers time to plan and implement strategies to better manage waste in response to changes to the waste levy. Where commercial investments are required to better manage waste, advance notice of rates can provide greater confidence to support such investment.

Like most other charges imposed by government, the waste levy is set by the Government in regulations (Waste Avoidance and Resource Recovery Levy Regulations 2008). Publication of an advance schedule of future waste levy rates and its incorporation into regulation shows the intention of government at the time the rates are set.

However, if a schedule of waste levy rates is set for a longer time into the future, it is more likely that new information will arise, market circumstances will change or waste management innovations will emerge before the schedule reaches its final year. While it may be legally possible for a government to adjust a schedule of rates before the end of its term, this could also defeat the purpose of establishing an advance schedule of rates.

Chapter 5 - Consultation questions

The department would appreciate your feedback on the following question:

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

If you can provide evidence or more detailed information to support your views, this may help make a stronger case for appropriate action.

6 Geographical area of the levy

Currently, the waste levy applies to Perth metropolitan waste received for disposal to landfill, or waste received for disposal at landfills in the Perth metropolitan region.

New South Wales, South Australia and Victoria apply levies on landfill in at least some regional areas (Table 6.1).

	Metropolitan	Regional	Exempted regions
New South Wales	144	83	Remote/less populated
Queensland	75	75	Remote/less populated
South Australia	110	55	
Victoria	66 ⁴	33	

Table 6.1 Waste levy rates as at December 2019 (dollars per tonne)

The review will consider the merits of expanding the geographical area of the levy, to apply it to waste generated in locations outside Perth.

Increasing recovery outside the metropolitan area

About 25 per cent of Western Australians live outside the Perth metropolitan area. Encouraging resource recovery in regional areas of Western Australia may help achieve Waste Strategy 2030 targets, which include targets for the Peel region and major regional centres⁵.

Year	Perth and Peel	Major regional centres
2020	65%	50%
2025	67%	55%
2030	70%	60%

Table 6.2: Targets for municipal solid waste material recovery (Waste Strategy 2030)

In regional areas, the greater distances involved in transporting waste and the lower population density can make some recycling opportunities less viable than in more

⁴ Waste from three larger regional cities (Ballarat, Bendigo and Geelong) is levied at the metropolitan rate

⁵ Waste Strategy 2030 lists Albany, Busselton, Bunbury, Greater Geraldton and Kalgoorlie-Boulder as major regional centres

populated areas closer to infrastructure. At the time that the levy was first established in 1998, there were considered to be few recycling opportunities in Western Australia outside the metropolitan area.

Yet despite the views that were formed 20 years ago, about 40 per cent of total non-metropolitan waste is recycled, so clearly at least some opportunities exist to recover waste generated outside the metropolitan area.

A levy on waste generated in areas outside Perth may provide a financial incentive that may result in increased recovery. For example, waste that is produced in larger volumes, that is more costly to transport and that can be recovered with simple processing infrastructure (such as some construction and demolition or organic wastes) may be best recovered locally.

The Perth and Peel region together comprise about 80 per cent of the state's population. About 90 per cent of the population lives within major population centres including Perth, Peel and major regional centres.

The Peel region has roughly doubled in population since the original landfill levy was introduced in 1998, and is projected to have a population of 179,000 by 2023. Its proximity to Perth may give it viable access to similar recycling opportunities.

About 10 per cent of Western Australia's population lives outside the major population centres. This is a large part of the area of Western Australia. When compared with major population centres, in these areas it is relatively less likely that a waste levy will make a significant and efficient contribution towards the targets of Waste Strategy 2030. However, it is still possible that there are additional recycling options in these areas within reach of a levy.

Compliance costs outside the metropolitan area

Landfills that are likely to receive leviable waste are a focus of additional reporting and inspection requirements to ensure that the levy is paid as intended. Currently, these landfills are typically in or around Perth, broadly within an area that comprises less than 5 per cent of the state. In comparison, Perth has about three-quarters of the state's population.

Greater distances would need to be travelled in regional areas to monitor and enforce the application of a levy. In these areas, the expenditure required to ensure compliance would be proportionately greater, particularly in less-populated areas that generate less waste.

To ensure that the levy remains efficient, any decision to expand the waste levy will consider the effect on compliance costs, particularly if the levy were to be extended to areas where landfill volumes and recycling opportunities are relatively small and additional levy revenue is likely to be modest.

Rate outside the metropolitan area

If the waste levy were to apply in areas outside Perth, it could be set at the same rate as Perth, or at a lower rate.

A lower rate would provide less funds to support improved waste management across Western Australia, and would provide a lesser financial incentive to avoid landfill. However, a greater financial incentive to avoid landfill would only lead to increased recycling if suitable potential recycling opportunities exist.

The Peel region is adjacent to Perth and may have similar recycling opportunities to Perth. In New South Wales and Victoria, waste levies for some locations within or near the greater metropolitan regions are set at the metropolitan rate.

In New South Wales, South Australia and Victoria, the rate for major regional centres is about half the metropolitan rate, while in New South Wales and Queensland, remote areas are exempt from the levy.

Reducing avoidance opportunities

There are industry and government concerns that some operators may be avoiding payment of the levy by transporting waste to licensed waste facilities outside the metropolitan region, and failing to disclose (i.e. misclassifying) its origins.

The limited available data does not indicate that misclassification of the geographic origin of waste is currently a major contributor to waste levy avoidance and evasion.

An expanded levy area may reduce potential opportunities for regional misclassification. However, it would only be likely to lead to a material reduction to waste avoidance and evasion under a specific set of circumstances, in which:

- misclassification was a significant contributor to avoidance and evasion
- an expansion of the waste levy area made the locations where waste could be misclassified sufficient distance from where most waste was generated, so as to make transportation unprofitable
- effective measures were in place to address all significant alternative avoidance and evasion opportunities (including measures to ensure accurate reporting of waste flows)
- measures in place that otherwise effectively addressed waste levy avoidance and evasion were still ineffective in addressing geographic misclassification.

It would also expand the compliance area for the waste levy to include locations with low population density from which relatively small quantities of waste originate and from where there would be minimal levy revenue produced. It is therefore unclear that expanding the waste levy area would be an effective and efficient method to reduce overall levy avoidance and evasion.

Other considerations

A number of smaller regional local governments dispose of waste at the licensed landfills of other local governments, where the larger scale allows the landfill to be well managed and regulated. This can be an environmentally beneficial alternative to disposal at a local unregulated facility. It is possible that a waste levy in regional areas may discourage this practice, particularly if it is designed without appropriate safeguards or exemptions.

Chapter 6 - Consultation questions

The department would appreciate your feedback on the following questions:

1. Are there opportunities for the recovery of regional waste that would be made more viable by a regional waste levy?
2. Where are these opportunities most likely to be viable?
3. What rate of waste levy could be required to make them viable?
4. Under specific circumstances, it is possible that an expanded waste levy area could make evasion less financially attractive. How does the cost of transporting waste over long distances compare with the cost of the levy?
5. What other advantages or disadvantages could arise from a regional waste levy?

If you can provide evidence or more detailed information to support your views, this may help make a stronger case for appropriate action.

7 Waste management options to be levied

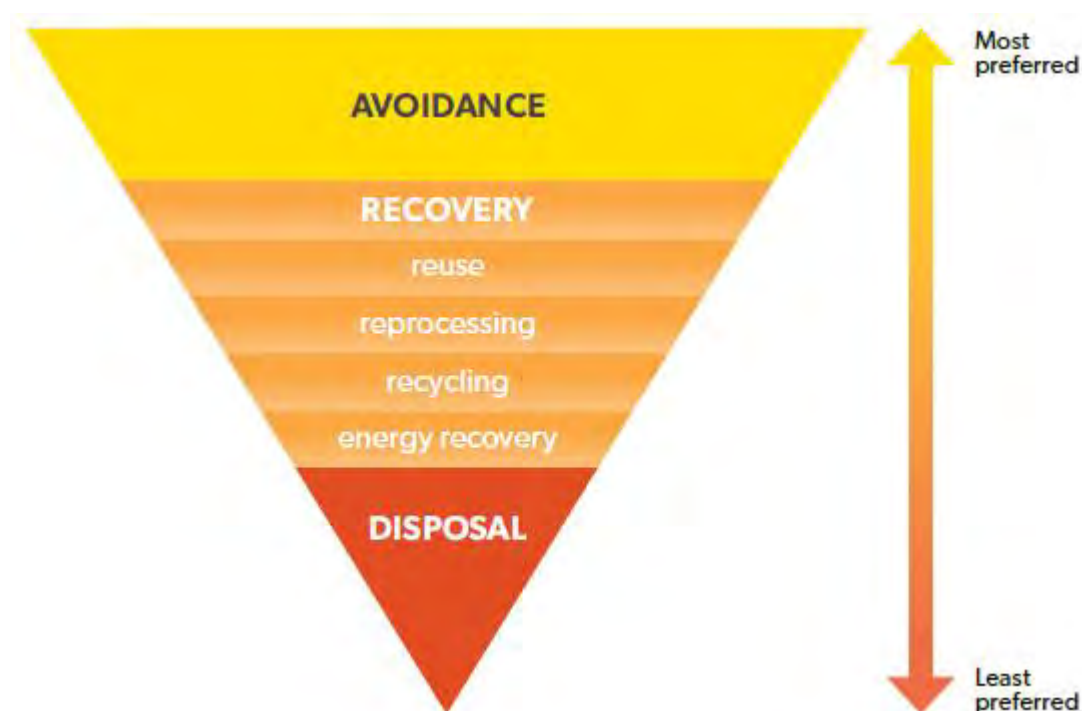
Under current regulations for the waste levy, it is applied only to waste received at landfill premises. At the time that the WARR Levy Act was introduced, in 2007, the wording of legislation was broadened to refer to a levy on waste disposal, rather than on landfill. However, at the time there was no intention to apply the levy to anything other than waste in landfill⁶.

The Act was passed more than 12 years ago, so it is appropriate for a review of the scope and application of the waste levy to reconsider whether other waste management methods should be levied.

Energy recovery

An example of a waste management method that could be levied is energy recovery. The South Australian Environment Protection Authority has [stated](#) that where feedstock has undergone limited processing the primary function of energy recovery is waste disposal. In these cases, South Australia's waste levy may apply.

The waste hierarchy is set out in the *Waste Avoidance and Resource Recovery Act 2007* and *Waste Strategy 2030*. It ranks waste management options in order of their general environmental desirability. The waste hierarchy is used alongside other tools (including economic, social and environmental assessment tools) to inform decision-making.



⁶ Waste Avoidance And Resource Recovery Levy bill 2007, second reading, legislative assembly, 17 October 2007.

Resource recovery options recover value from materials, thereby avoiding environmental impacts of extracting and processing raw materials.

Waste Strategy 2030 gives preference to material recovery over energy recovery and includes a target to recover energy only from residual waste. Energy recovery is preferable to landfill disposal but should only be applied to residual waste once better-practice source-separation approaches have been exhausted. This approach is consistent with work undertaken over several years on the role of waste to energy in Western Australia:

- In 2013 the Environmental Protection Authority released Report 1468 which identified that waste-to-energy processes must target genuine residual waste.
- The Waste Authority released a position statement on waste to energy in 2013, confirming that waste to energy should only be used for genuine residual waste that would otherwise go to landfill. This waste-to-energy position statement will be reviewed and updated in 2020.
- In 2018, the Environmental Protection Authority released Report 1623 following an inquiry into the conditions applying to existing waste-to-energy proposals for residual waste. It recommended a new condition that defines residual waste and requires continuous improvement towards accepting only residual waste, as waste generators improve source separation practices.
- Waste Strategy 2030 includes a target to recover energy only from residual waste by 2020.

[New South Wales](#), [Queensland](#), [Victoria](#) and [South Australia](#) have policies or are developing policies that avoid the use of potentially recoverable materials being used to generate energy.

On 5 March 2019, the Minister for the Environment issued two Ministerial statements under section 46 of the *Environmental Protection Act 1986* amending the implementation conditions for two waste-to-energy facilities in accordance with the EPA's recommendations. The Government of Western Australian anticipates that implementation of the EPA's recommended conditions will ensure that only residual waste⁷ as defined by Waste Strategy 2030 is used to generate energy in Western Australia. If this is the case, a waste levy on residual waste accepted for energy recovery would not have a beneficial effect on improving recovery of materials.

However, if a risk remains that recoverable materials (i.e. non-residual waste) may be used for energy recovery, then the Government may consider additional measures for reducing or prohibiting this.

⁷ Waste that remains after the application of a better practice source separation process and recycling system, consistent with the waste hierarchy as described in section 5 of the Waste Avoidance and Resource Recovery Act 2007 (WARR Act). Where better practice guidance is not available, an entity's material recovery performance will need to meet or exceed the relevant stream target (depending on its source - MSW, C&I or C&D) for the remaining non-recovered materials to be considered residual waste under this waste strategy.

Other waste management options

A waste levy may be a suitable policy instrument to encourage reduction in the level of an activity. However, a levy on an activity implies that some level of activity is considered essential, desirable or tolerable.

Stockpiling of waste

There are currently no thresholds or triggers for making the levy payable in circumstances where waste is stored or stockpiled at waste facilities on a long-term basis or indefinitely. As part of [separate consultation](#) on legislative proposals for waste reform, the Government is examining options for applying a levy to some waste held in stockpiles.

Chapter 7 - Consultation

The department would appreciate your feedback on the following questions:

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

If you can provide evidence or more detailed information to support your views, this may help make a stronger case for appropriate action.

8 Other improvements to the waste levy

The waste levy is a key policy instrument in helping to achieve the targets of Waste Strategy 2030.

The effectiveness and efficiency of the waste levy in achieving the targets of Waste Strategy 2030 depend on the opportunities and limitations that exist in the waste industry for better management.

Utilising the specialist knowledge of waste managers is essential for government to ensure that the waste levy is as effectively and efficiently designed and implemented as possible.

Chapter 8 - Consultation

The department would appreciate your feedback on the following question:

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

If you can provide evidence or more detailed information to support your views, this may help make a stronger case for appropriate action.

9 How to make a submission

Written submissions

Submissions can be lodged (preferred) at

consult.dwer.wa.gov.au/waste-policy/review-of-the-waste-levy

Hard copies can be mailed to:

Waste Levy Review

Department of Water and Environmental Regulation

Locked Bag 10, Joondalup DC, WA 6919

Closing date: **May 15, 2020, 5pm (WST)**

For further information:

Telephone: (08) 6364 7000

Email: wastelevyreview.query@dwer.wa.gov.au

**Department of Water and
Environmental Regulation**

8 Davidson Terrace
JOONDALUP WA 6027

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13	SUBJECT:	Waste Alliance Agreement 2017: Extension of Term
	DIRECTOR:	Director Works and Services
	MEETING:	Council Meeting
	MEETING DATE:	June 2020

Summary

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

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

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

G.28/4/17	26 April 2017	Council awarded Cleanaway Pty Ltd the contract for Waste Management Services for a seven-year period, with three possible annual extensions. The contract commenced on 1 September 2017.

Background

Contract Length

On 26 April 2017, Council awarded Cleanaway Pty Ltd the contract for Waste Management Services for a seven-year period, with three possible one-year extensions subject to satisfactory performance and achievement of the agreed key performance indicators. Thus the maximum term of the contract may be ten years.

The contract commenced on 1 September 2017.

Clause 3.2 of the contract relates to the extensions to the term of the contract and states:

- “(a) The Contractor’s performance under the Contract will be assessed under the Performance Assessment Framework and the Contractor will receive performance assessments which will affect the length of the Term of the Contract.*
- (b) Each Performance Assessment will:*
- (1) be made on the relevant Performance Assessment Date; and*
 - (2) affect the length of the Term of the contract in the manner set out in clause 3.2(c).*
- (c) Subject to clause 3.2(d), if, as at the Performance Assessment Date, the Contractor achieves the performance targets specified in the KPIs such that it is entitled to an extension of the Term in accordance with the PAF, the City must extend the Term by one year.*
- (d) The Term may not be extended on more than 3 occasions under this clause 3.2.”*

Contract Services

The waste management services provided under the Contract are:

- Residential weekly kerbside waste collection service
- Residential fortnightly recycling collection service, including offsite processing of recyclables
- Bin collections at commercial properties (waste and recycling)
- Bin collections in parks, foreshores and reserves
- Two green waste verge collections
- One junk and metals verge collection
- Operation of the City’s Waste Management Centre, including transportation of waste to landfill
- Operation of the Tims Thicket Waste facility
- Collection of Illegal dumping and dead animals on roads
- Provision of a customer service centre
- Provision of waste services at special events (i.e. Crab Fest, etc)
- Waste education (bin tagging, school education program).

Governance

Although the day to day operational management is the responsibility of Cleanaway, overall management of the Waste Alliance takes place through a Management Board. The Board consists of four senior representatives from both the City and Cleanaway. The City’s representatives are Mayor, Chief Executive Officer, Director Works & Services and Director Corporate Services. The Board meets quarterly and its primary function is to ensure that the Contract operates as smoothly and effectively as possible for the benefits of both parties.

The City is responsible for appointing the chairperson of the Board.

The Alliance Board has been established under clause 4.1 of the Contract.

An Operational Management Team (OMT) meets on a monthly basis with the purpose of resolving operational issues, recommends initiatives to the Board and carries out financial management, including budget development. The City’s representatives are Manager Financial Services, Coordinator Waste Management and the Waste Management Officer.

The Operational Management Team has been established under clause 5.1 of the Contract.

Cleanaway is responsible for appointing the chairperson of the OMT.

Financial

The key financial components of the Waste Alliance Agreement include:

- A detailed annual service program was submitted by the contractor (for the delivery of each waste service) as part of their Tender submission and the Board reviews this program each year to ensure it reflects the City's needs with regards to delivery of waste services to the community
- The annual Waste Alliance budget is developed and based upon the delivery of the service program.
- Budgeting is undertaken as a team. The Alliance Board ratifies the annual budget and Council adopts the budget through its normal budgetary processes.
- Open Book Accounting – Full financial statements (of all waste activities) are reviewed each month by the OMT and quarterly by the Board.
- City pays direct costs for the provision of all waste services (in accordance with approved budget) plus a management fee (which includes corporate overhead and fair profit). The recycling processing fee and bin charges for special events are on a unit basis and are reviewed annually.
- A profit/loss share arrangement exists within the contract.

The profit/loss share arrangement under the contract is detailed as follows:

Activity	Risk borne by the City	Risk borne by Cleanaway
Fuel	90%	10%
Verge Collections	75%	25%
Other Direct Costs	50%	50%

Alliance Principles

The City and Cleanaway are bound by the Waste Alliance Agreement 2017 and both parties are required to operate in accordance with the following principles:

- Commitment
- Trust
- Local employment and industry development
- Common objectives & values
- Equity
- Open & responsiveness communication
- Continuous improvement
- Teamwork
- Community focus
- Decisions based on facts and data
- Total process cost.

Comment

In accordance of clause 9.7 of the contract, the Waste Alliance Board adopted an agreed set of KPIs that Cleanaway's performance would be measured against. The KPI's are categorised into eight key areas with a separate weighted target as follows:

KPI	Weighted Target
Financial	50%
OHS	10%
Environmental compliance	10%
Waste and recycling education	5%
Co-mingled recycling service continuity	5%
Innovation	10%
Value	5%
Alliance principals	5%

Cleanaway provide an evaluation report at each Waste Alliance Board meeting demonstrating their achievement of the relevant KPIs. The KPI report at 30 June 2019 is attached to this report (*refer to Attachment 13.1*).

Cleanaway's KPI achievement at 30 June 2019 was 95%. When approving the KPI's the Alliance Board determined that Cleanaway would need to achieve an overall KPI score of 80% (in years two, four and six only) in order to obtain the one-year extensions to the contract.

The Alliance Board considered the Alliance 2018/19 KPI report at its meeting on 4 March 2020 and resolved to recommend that Council grant Cleanaway Pty Ltd a one-year extension to the term of the Waste Alliance Agreement 2017. The term of the Contract is now eight (8) years with potential for two further one-year extensions (year four and six) in the future, based on satisfactory performance and KPI achievement.

Consultation

N/A

Statutory Environment

The Waste Avoidance and Resource Recovery Act is the principal piece of legislation dealing with waste management in Western Australia and came into operation on 1 July 2008.

Clause 3.2 of the Waste Alliance Agreement 2017 relates to the extension of the contract term and states:

- "(a) The Contractor's performance under the Contract will be assessed under the Performance Assessment Framework and the Contractor will receive performance assessments which will affect the length of the Term of the Contract.*
- (b) Each Performance Assessment will:*
- (3) be made on the relevant Performance Assessment Date; and*
 - (4) affect the length of the Term of the contract in the manner set out in clause 3.2(c).*
- (c) Subject to clause 3.2(d), if, as at the Performance Assessment Date, the Contractor achieves the performance targets specified in the KPIs such that it is entitled to an extension of the Term in accordance with the PAF, the City must extend the Term by one year.*
- (d) The Term may not be extended on more than 3 occasions under this clause 3.2."*

Policy Implications

Nil

Economic Implications

An extension to the term of the *Waste Alliance Agreement 2017* has no immediate economic implications for the City.

Risk Analysis

Cleanaway have achieved the required KPI score under the provisions of the Waste Alliance Agreement 2017 to warrant a one-year contract extension and is therefore entitled to an extension of the contract by one year.

Strategic Implications

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

Organisational Excellence:

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

Conclusion

In summary, the Waste Alliance continues to provide efficient and effective waste management services to the Mandurah community at a reasonable cost.

Cleanaway's performance under the contract during the 2017/18 and 2018/19 period has been assessed as more than satisfactory and this is reflected in its achievement of key performance indicators set and approved by the Waste Alliance Board.

As a result, the Waste Alliance Board recommends that Cleanaway Pty Ltd be granted a one-year extension to the term of the Waste Alliance Agreement 2017, pursuant to clause 3.2 of the contract.

NOTE:

- Refer ***Attachment 13.1 Waste Alliance KPI Report June 2019***

RECOMMENDATION

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

WASTE ALLIANCE KPI REPORT – JUNE 2019



Jun-19

KPI	Weighted % Target	FY18/19				FY18/19
		Q1	Q2	Q3	Q4	
Financial	50%	50%	50%	50%	50%	50%
OHS	10%	10%	10%	10%	10%	10%
Environmental Compliance	10%	10%	10%	10%	10%	10%
Waste and Recycling Education	5%	5%	5%	5%	5%	5%
Co-mingled Recycling Service Continuity	5%	5%	5%	5%	5%	5%
Innovation	10%	10%	10%	10%	10%	10%
Value	5%	5%	5%	5%	5%	5%
Alliance Principals	5%	0%	0%	0%	0%	0%
Total	100%	95%	95%	95%	95%	95% KPI Outcome

Target KPI Score 80% - Cleanaway need to achieve an annual KPI score of 80% in order to achieve satisfactory contract performance and enable them to achieve the contract extension stipulated within the contract.

14	SUBJECT:	Off Road Vehicles
	DIRECTOR:	Executive Manager Development and Compliance
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.37/11/19 26 November 2019 Review of the City's Approach to Off Road Vehicles
- G.32/4/19 30 April 2019 Localised Approach to Off Road Vehicles

Background

In the last 12 months, the City has received 402 complaints relating to off road vehicles. The City has responded to these complaints using a combination of strategies including the use of education, enforcement, as well as structural modifications and treatments.

From an educative perspective the City promotes the DLGSC documentation and online tool that identify the following approved off road vehicle riding locations:

Location	Land Manager	Permitted Vehicles
Gnangara	Department of Biodiversity Conservation Attractions	Motorcycles and quad bikes of all engine capacities.
Pinjar	Department of Biodiversity, Conservation Attractions	Motorcycles and quad bikes (not side by sides).
Lancelin and Ledge Point	Shire of Gingin	Motorcycles and quad bikes of all engine capacities, four wheel drives and buggies. Tracks leading from the area (e.g. to Wedge Island) are restricted to full road registered vehicles only.
Kwinana	City of Kwinana	Motorcycles and quad bikes of all engine capacities.
York	Shire of York	Motorcycles and quads only.

There are also a number of commercial off road vehicle parks at:

- West Coast Ride Park, Kirup
- West Moto Park, Wyalkatchem
- Dirt Riders Heaven, Mogumber
- The Ducks Nuts, Popanyinning

The City also encourages riders to utilise private land with the permission of the land owner. It should be noted that off road vehicle users seek a range of experiences from trail riding to circuits that meet the needs of various skill levels.

The City works in conjunction with WA Police, to manage illegal riding with patrolling, response and utilise structural modifications and treatments to minimise impacts of riding in unapproved areas. Controlling trailbike riding is very difficult and relies heavily on information provided by the public to identify riders and their bikes.

An issue that is regularly highlighted is the lack of legal places to ride that are reasonably accessible to people from Mandurah.

Comment

There is significant interest in the economic and social benefits that are associated with the recreational use of off road vehicles that has been outlined within the State Trailbike Strategy and Peel Regional Trails Strategy Survey Report. It is the more detailed assessment of the governance, maintenance costs and environmental impacts that have been complicating factors in the potential siting of off road vehicle opportunities.

With respect to the City's previous efforts to identify an off road vehicle facility within the region, in March 2019, the City provided a letter of support to an unsuccessful expression of interest submission by the Recreational Trailbike Riders Association to the Department of Communities, to utilise land at East Keralup.

Since that time the DLGSC has brought together its ORV Committee consisting of representatives including local government, environmental agencies and off road vehicle user groups. The Department of Planning, Lands and Heritage (DPLH) are providing details of potential sites to be reviewed including within the Peel Region.

The ORV Committee was due to meet in late March, however this meeting was cancelled due to the impacts of COVID-19. A meeting was held on 21 May 2020 with a commitment to legislative reform (making it easier to register / removing red tape), investigating new off road vehicle areas as well as and recommending areas for gazettal and reviewing usage of existing areas for better signage, safety and management. The group agreed at that meeting to meet again in 3 to 4 weeks.

The City is aware the DLGSC has engaged with the Peel Alliance (formerly Peel Regional Leaders Forum) seeking input and support in this process.

As part of the Yalgorup Recreational Master Plan the use of off road vehicles has been an important consideration. The environmental constraints, residential proximity, governance and maintenance requirements means the only area that was considered potentially viable at any reasonable scale was the use of Myalup State Forest. In dialogue with officers from DBCA, it was clear neither they nor the Forest Products Commission consider that this site would be suitable for gazetted off road vehicle use due to high management costs and safety concerns.

The City has been made aware of a privately developed proposal. The proposal is a high level concept but seeks to create a commercial off road vehicle park within the region. The proponent continues to seek a suitable commercial piece of land and has been engaging with Peel local governments.

The City of Mandurah is heavily constrained in its geography, environmental values and residential interface. A range of experiences sought by off road vehicle riders and large areas of trail based riding are unlikely to be able to be located within the City. Some local level niche experiences servicing beginners may be possible within Mandurah, however it is likely that a more substantial site would need to be in less urbanised area outside the City.

MEAG/MCCAG Comment

No comment sought.

Consultation

The City has consulted with the Department of Biodiversity, Conservation and Attractions and Department of Local Government, Sport and Cultural Industries.

The City has also been made aware of a petition via Gofund for an off-road area for a dirt/trail bikes within Mandurah-Murray area. The petition has in excess of 1000 signatures.

In discussion with the Recreational Trail Bike Riders Association their opinion is that Pinjar and the York facilities represent models that could be effective within the Peel region. Pinjar currently receives up to 120,000 riders per year.

Statutory Environment

The Control of Vehicles (Off Road Areas) Act 1978 is administered by the Department of Local Government, Sport and Cultural Industries and local governments, and prohibits the use of off-road vehicles in certain places, makes provision as to the use of off-road vehicles and provides for areas where the use of off-road vehicles are permitted and provides requirements for the registration of off-road vehicles.

The Control of Vehicles (Off Road Vehicles) Act 1978 is currently under review and the legislation is outdated and inadequate in some areas. One of the key issues with off-road vehicles is the low penalties associated with non-compliance with riding in unapproved areas. Infringement penalties of \$50 and maximum prosecution of \$500 are not consistent with modern legislation.

Further registration requirements are currently inefficient and not achieving the objectives of the legislation. Off-road vehicles are required to be registered and issued plates if the vehicle is to be used in prescribed public areas. In practice, registration by riders is uncommon and work is currently happening as part of a review into the Control of Vehicles (Off Road Areas) Act 1978 to have an improved process including trail bike dealers ensuring registration at point of sale.

Policy Implications

Nil

Economic Implications

The use of off road vehicles has the potential to be an economic opportunity for the Peel region. Trailbikes in particular are extremely popular as has been noted by the Peel Regional Trail Strategy Survey Analysis in June 2018, with 38.75% of respondents indicating trail bike riding as their preferred recreation pursuit and the second most popular use of Peel region trails after walking.

The City has been approached by the Recreational Trailbike Riders Association (RTRA) for a contribution of \$7,500 to progress a South Metro and Peel Trailbike Master Plan. It is Officers view based on advice from other agencies that further planning is not required at this time, rather the commitment to select and progress a site and for this reason the funding has not been supported.

The RTRA has highlighted potential opportunities that may be generated through the development of electric bike options that are progressing and it is important that explorations of opportunities continue.

Risk Analysis

Where off-road vehicles are ridden illegally in built up areas, significant risk exists for riders and users of the area. There have been a number of serious accidents locally involving off-road vehicles. There is frustration from complainants at a perceived lack of action in regard to off-road vehicles given the complicated nature of resolving issues.

Local Government Insurance Scheme "LGIS" developed a series of guidance notes to provide practical risk management considerations to the issues and concerns which cover:

- Determining Demand and Suitable Location for an Off-road Vehicle Area
- Designing and Constructing an Off-road Vehicle Area
- Signage for an Off-road Vehicle Area
- Operating an Off-road Vehicle Area

The landowner or occupier retains legal liability, which is a significant concern for local governments. Advice from LGIS suggests the actual risk may be low provided that a reasonable risk management strategy is in place.

The *Civil Liability Amendment Act 2003* is seen to provide important protection for all landowners hosting activities that have an obvious and inherent risk. There have been no successful ORV related claims since the *Civil Liability Act 2002* was introduced.

Strategic Implications

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

Economic:

- Promote and foster business investment aimed at stimulating economic growth.
- Facilitate and advocate for sustainable local job creation and industry diversification.

- Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts.

Social:

- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.

Environment:

- Advocate for and partner with all levels of Government and other agencies to ensure environmental impacts are considered in all strategy development and decision making.

Conclusion

At present, the process being undertaken by the Department of Local Government, Sport and Cultural Industries, Off Road Vehicle Committee represents the best opportunity to successfully identify a suitable site to service the off road vehicle needs of the Mandurah community. Council is recommended to proactively seek the progression of this site selection process.

RECOMMENDATION

That Council:

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

15	SUBJECT:	Bushfire Prevention and Control Policy
	DIRECTOR:	Executive Manager Development and Compliance
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.19/4/19 30 April 2019 Review of City's Bushfire Prevention and Control Policy and Enforcement Approach.
- G.30/2/19 26 February 2019 Enforcement of the City's Fire Break and Fuel Hazard Reduction Notice of Motion.
- G 22/6/17 13 June 2017 Proposed amendments to the City's Bushfire Prevention and Control Policy were endorsed.
- G.19/07/16 12 July 2016 Council resolved not to support the clearing of vegetation on City owned and managed land to reduce Bush Fire Attack Levels on individual properties or developments unless mitigation actions have been recognised by the City as being part of its long term fire management planning.

Background

At its most recent BFAC meeting on 16 March 2020 it was resolved for the City to recommend changes to its annual Fire Break and Fuel Hazard Reduction Notice to Council, addressing two important matters:

1. Burning of Garden Refuse Period

Operating under strict conditions the City's Fire Prevention and Control Policy provides for the issuance of permits that allow the burning of garden refuse on blocks 4000m² and greater. The City currently permits this burning between 1 April and 30 November inclusive.

In recent years it has been noted that bushfires both locally and nationally have been occurring within this period and the City has in accordance with the Bushfires Act 1954 delayed the commencement of the burning of garden refuse on a number of occasions. On the recommendation of the City's Bushfire Advisory Committee it is proposed that the period when garden refuse burning may be undertaken with a permit be shortened to 1 May until 31 October inclusive.

The City currently allows property occupiers to obtain seasonal burning permits that reduce administration requirements. It is considered that under this proposal there is sufficient opportunity to complete burning to remove garden waste and the benefits outweigh any potential inconvenience. Should conditions be unsuitable the City arrange for texts and emails to be distributed advising of the cancellation of permits. Information will be provided to those seeking permits of the changes proposed.

To avoid confusion the City will adapt its Fire Break and Fuel Hazard Reduction Notice to ensure that the garden refuse burning period is prominent and effectively communicated in the lead up to the 2020-21 fire season.

2. Driveway Height Clearance

It was also raised through the BFAC that fire fighters are often required to access a driveway in order to defend a property, dwelling or infrastructure. While there is significant compliance with firebreak height and width requirements, there are some properties that have overhanging branches or decorative structures limiting access into the property via the driveway. Heavily wooded entrances or structures have the potential to cause damage to critical communication and safety equipment on fire appliances and may result in the property being deemed unsafe to access and triaged as 'un-defendable'.

It is proposed that a vertical clearance of 4.2m be required on driveway entries, in line with current fire breaks requirements for properties 4000m² or greater. While driveway widths are important, gate widths are often set and any issues can be addressed through an educative approach. In general vehicles are able to access via standard gate widths.

While the number of properties affected by this change is low, it is important that the height clearance requirement is made clear to land owners through the notice and is enforceable.

Compliance Rates

Following a Notice of Motion approved by Council, the City reviewed its approach to applying the requirements of its Firebreak and Fuel Hazard Reduction Notice (Fire Compliance Notice) to identify ways of providing greater opportunity to land owners to meet Bushfire Act 1954 requirements voluntarily, before enforcement action is necessary.

The Notice of Motion also required that at the conclusion of the 2019/20 bushfire season a report be provided to Council detailing the rate of compliance achieved.

The City uses a range of other mediums to make land owners aware of the requirements and the City's efforts in educating the public. The following summarises the actions undertaken in a normal season:

- August - Fire Break and Fuel Hazard Reduction Notice information distributed with the rates notice annually
- September -Government Gazette notice
- September Mandurah Coastal Times – notice + 15 x 3 pointer ad
- September Mandurah Mail – notice + 15 x 3 pointer ad
- September Mandurah Coastal Times – notice + 15 x 3 pointer ad
- September Mandurah Mail – notice + 15 x 3 pointer ad
- September – Bushfire banners erected and variable message boards in high profile locations
- Letters to owners of vacant land in areas with high non-compliance rates
- 656 mails to owners of properties 4000m2 or greater (vacant and occupied) detailing requirements
- 13,948 emails to owners of properties smaller than 4000m2 (vacant and occupied) detailing requirements
- Community announcements on 91.7 The Wave & 97.3 Coast FM
- November City of Mandurah Sponsored Facebook posts
- November – Bushfire Inspections in Progress Signage within Suburbs

An improvement was initiated, in that prior to the compliance date of 18 November, the City undertook a preliminary round of bushfire inspections in lower risk locations, that are not within bushfire prone areas as mapped by the Commissioner of Fire and Emergency Services. Clear advisory material was issued via letters to properties that had not yet undertaken works and in their current state would not be compliant. The City issued this additional correspondence to 386 land owners.

The following represents a comparison of the number of infringements issued by year.

Year	Infringement Numbers	Cautions
2018/19	432	239
2019/20	359	148

The City undertakes inspections of all private properties as part of assessment of compliance with the Bushfires Act 1954. In considering this extensive inspection program rates of compliance are considered very high and improving.

Feedback from the pre inspection approach was extremely positive and it is proposed that it be expanded in 2020-21 to cover a greater number of properties.

Comment

The proposed changes to the City's Fire Prevention and Control Policy are detailed in *Attachment 15.1*. These changes recognise that currently the period where occupiers are permitted to burn presents concerns about the conditions and that a change in these dates is appropriate for the safety of fire fighters the broader community. The requirement to manage height clearances on driveways provides additional safety to fire fighters.

The City has focused efforts on increasing rates of voluntary compliance without creating risk through delay in the completion of works. The processes undertaken in 2019-20 appear to have been successful and will be built on in the 2020-21 fire season.

MEAG/MCCAG Comment

No comment sought.

Consultation

Feedback was sought from the City's Bushfire Advisory Committee and internal Bushfire Management Group that includes Environmental Services, Works and Services and Emergency Management staff.

Statutory Environment

Council may, in accordance with section 33 of the *Bush Fires Act 1954 (the Act)* issue and publicise annually to all landowners requisitions necessary for the reduction of fire hazards within the City.

Section 24G of the *Act* also provides a local government may, by notice published in the Gazette and a newspaper circulating in its district, prohibit or impose restrictions on the burning of garden refuse within its district that is otherwise permitted under section 24F.

Policy Implications

Amendments are proposed to POL-EMS 01 Bushfire Prevention and Control. These changes are detailed within *Attachment 15.1*.

Economic Implications

Some additional pruning and rectification works may be required for a small number of land owners to comply with vertical clearance requirements on driveways.

Risk Analysis

The change to the period where garden refuse is permitted to be burnt reduces the risk of poorly managed burning causing a bushfire.

The requirement for 4.2m height clearance on driveways reduces risk to fire fighters while attempting to access, defend and egress properties where damage to crucial safety equipment may occur.

Attention must be paid to ensure adequate communication of these changes and this will be undertaken through the range of channels already being utilised. Careful attention must be paid to the layout of the annual Fire Break and Fuel Hazard Reduction Notice.

Strategic Implications

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

Social:

- Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design.

Conclusion

The changes to the Bushfire Prevention and Control Policy outlined are important for the safety of fire fighters and the community. Advice of the Bushfire Advisory Committee indicates that a shortened burning season and enforceable requirements regarding vertical clearance on driveways would be positive steps in the city's efforts to minimise risk from bushfire.

NOTE:

- Refer **Attachment 15.1 POL – EMS 01- Bushfire Prevention and Control including mark up.**

RECOMMENDATION

That Council:

1. Approves modifications to Council Policy POL – EMS 01- Bushfire Prevention and Control at noted within *Attachment 15.1*.

2. **Notes reduced infringement numbers relating to non-compliance with the City's Fire Break and Fuel Hazard Reduction Notice for the 2019-20 fire season.**

BUSH FIRE PREVENTION AND CONTROL

(Bush Fires Act 1954)

POLICY

POL-EMS 01

Objective:

To provide advice on all aspects of preparedness, prevention and the management of bush fires on properties within the City of Mandurah.

Statement:

The City of Mandurah (the 'City') is committed to formulating and imposing appropriate fire prevention measures necessary to provide a safe environment for the community on properties including rural, urban, occupied and unoccupied land. In achieving this, the City has implemented the following measures:

1. FIRE HAZARD REDUCTION AND FIRE BREAK INSTALLATION

- 1.1 Council may, in accordance with section 33 of the *Bush Fires Act 1954* (the Act) issue and publicise annually to all landowners requisitions necessary for the reduction of fire hazards within the City.
- 1.2 Delegated Authority has been granted to the Chief Executive Officer by Council to approve the first and final Fire Break and Fuel Hazard Reduction Notice (The Notice) annually, unless substantial changes are recommended by Council's Bush Fire Advisory Committee. Recommendations for substantial alterations to The Notice shall be submitted to Council for consideration of adoption.
- 1.3 The following requisitions have been adopted by Council as a minimum requirement for landowners for the reduction of fire hazards on their property. The below mentioned fire hazard reduction must be complied with by or on the 17 November annually and maintained until 31 May inclusive:

Occupied or Unoccupied Land Less than 4000m²

Where the area of land is less than **4000m²** remove all flammable material on the land except living standing trees, from the whole of the land to a height of no longer than 4 centimetres by either mowing, slashing, ploughing, cultivating, scarifying, chemical spraying (followed by slashing down to 4 centimetres) or other approved method by an officer of Council authorised for this purpose. **A four (4) metre fire break is not acceptable.** (Note: Properties with dense vegetation will also need to be thinned out to reduce any significant fire risk to the satisfaction of the City's authorised bush fire control officer).

Occupied or Unoccupied Land 4000m² and Over

When the area of land is **4000m²** and over, provide a trafficable mineral earth firebreak at least four (4) metres wide, with a vertical height clearance of 4.2 metres;

- Immediately inside all external boundaries on the land;
- Immediately surrounding all outbuildings erected on land;
- Immediately surrounding haystacks, fuel storage or other flammable substances or material.

A vertical height clearance of 4.2m must be maintained on driveway access.

1.4 FIRE MANAGEMENT PLANS

Where land is subject to an approved Fire Management Plan the management plan must be fully complied with for the site.

1.5 ASSET PROTECTION ZONES

In all areas noted as being within 100m of Bush Fire Prone Vegetation as designated by the Fire and Emergency Services Commissioner, the installation and maintenance of Asset Protection Zones (APZ) are recommended.

Asset Protections Zones in these areas are recommended to include:

- A 20 metre asset protection zone (reduced fuel load) from the walls of any building or infrastructure unless otherwise approved in a Fire Management Plan.
- Reticulated gardens shall be maintained to a height no greater than .5 metre (50 cm).
- Loose flammable material within the APZ should be removed to reduce the fuel load to less than 2 tonnes per hectare and this is to be maintained to this level.
- Wood piles to be stored at least 10 metres from the building.
- Maintenance of a minimum 2 metre gap between trees and shrubs any building or infrastructure.
- Ensuring that no trees overhang any building or infrastructure.
- Prune lower branches of trees within the APZ (up to 2 metres off the ground) to stop a surface fire spreading to the canopy of the trees.
- Trees or shrubs in the APZ are to be cleared of any dead material.

On all land 4000m² and greater Asset Protection Zones in these areas are required to:

- Maintain a minimum 2 metre gap between trees and shrubs and dwelling; and
- Ensure that no trees overhang any dwelling.

The City's Authorised Bush Fire Control Officers may issue a request for works to be completed for the failure to undertake required Asset Protection Zone works and where works are not completed an infringement notice may be issued.

Contractors will not be requested to undertake works on the owner's behalf in relation to Asset Protection Zone non-compliance. Any change in enforcement approach in this regard is to be endorsed by Council.

An authorised Bush Fire Control Officer may issue a variation from Asset Protection Zone requirements where it is considered that adequate risk mitigation measures have been implemented, such as the reduction of fuel loads and appropriate management of understorey vegetation.

Applications can be made to the City to remove trees or vegetation in order to create an Asset Protection Zone within a tree preservation area as designated in the City's Town Planning Scheme No 3.

These requirements are the minimum standard. Additional requests may be made in accordance with the relevant section of the Bush Fires Act 1954 by the City's authorised Bush Fire Control Officer.

1.6 Annual property fire break and fuel hazard reduction inspections of all urban, rural occupied and unoccupied land by authorised Bush Fire Control Officers will officially commence on the 18th November each year.

1.7 Variation to the City's requirements: If a landowner considers for any legitimate reason it impractical to clear firebreaks as required by The Notice, or if natural features are considered to render firebreaks unnecessary, application may be made in writing to the City or its authorised Bush Fire Control Officers, not later than 1 November of each year for alternative locations, or other method of fire prevention on the land.

The City's authorised Bush Fire Control Officers may apply an approval to the variation for a period of up to 3 years where appropriate. Properties must be maintained each year in accordance with the approved variation.

If permission is not granted, the requirements of The Notice must be complied with. Any major fire hazard reduction request which cannot be resolved between the applicant and an authorised Bush Fire Control Officer may be referred to the Chief Bush Fire Control Officer for determination.

1.8 The City or its authorised Bush Fire Control Officers may, in accordance with section 33 of the Act, arrange for a contractor, workers, machinery or other equipment or workforce necessary to clear land found in contravention of subsection 1.3. The City's contractors may be requested to undertake remedial compliance works to properties found to be in contravention of subsection 1.3.

1.9 Landowners may be served with notice of the contravention and an infringement notice may be issued in accordance with the Act.

1.10 Landowners shall be liable for the costs associated with the hazard reduction clearing on their land as stipulated in subsection 1.7 of this policy and those costs shall remain as a debt against the property until paid in full.

2 BURNING PERIODS

2.1 Restricted Burning Period:

The restricted burning period, pursuant to section 18 of the Act shall be between 1 April and 30 November inclusive each year.

2.2 Prohibited Burning Period:

The prohibited burning period, pursuant to section 18 of the Act shall be between 1 December and 31 March inclusive each year.

2.3 Limited Burning Times:

Has the same meaning as 'Restricted Burning Period' where a Permit to Burn is required.

3 OPEN AIR FIRES

Council has resolved to prohibit open air fires lit for the purpose of camping or cooking within the district unless specifically approved by the Chief Bush Fire Control Officer in writing.

4 BURNING OF GARDEN REFUSE

~~Council has resolved to prohibit the burning of garden refuse or rubbish within the district of Mandurah that would otherwise be permitted under Section 24F of the Bush Fires Act 1954. This prohibition applies to all land zones urban residential under the City of Mandurah Town~~

~~Planning Scheme No. 3, during the "Restricted Burning Period". The effect is that the burning of garden refuse either in an incinerator or on the ground in urban zoned areas is prohibited at all times of the year.~~

Section 24G of the Act also provides that a local government may, by notice published in the Gazette and a newspaper circulating in its district, prohibit or impose restrictions on the burning of garden refuse within its district that is otherwise permitted under Section 24F. Council has resolved to prohibit the burning of garden refuse or rubbish within the district of Mandurah.

This prohibition applies to all land zoned urban residential under the City of Mandurah Town Planning Scheme No 3, between 1 May and 31 October inclusive. The effect is that the burning of garden refuse either in an incinerator or on the ground in urban zoned areas is prohibited at all times of the year.

The following exemptions apply:

Land zoned rural residential under the City of Mandurah Town Planning Scheme No. 3, and on all land 4000m² and greater. Any other exemption is based on an assessment of the hazard by a City authorised Bush Fire Control Officer.

These exemptions are restricted to ~~the declared "Restricted Burning Times" as mentioned above 1 May and 31 October~~ and a "Permit to Burn" will be required during these dates. No burning is permitted during the 'Prohibited Burning period' as mentioned above.

~~Burning Permits may be issued for the entirety of the "Restricted Burning Period" season with appropriate conditions imposed.~~

These conditions include the following:

- Properties of area less than 2 hectares to burn 1m³ of refuse at one time.
- Properties of area 2 hectares or greater are permitted to burn no more than 3m³ of refuse at one time.

Responsible Directorate:	Sustainable Communities
Reviewer:	Executive Manager, Development and Compliance
Creation date:	Minute G.28/06/02, 18 June 2002
Amendments:	Minute G.43/12/09, 15 December 2009 Minute G.31/6/12, 26 June 2012 Minute G.25/2/14, 25 February 2014 Minute G.25/3/15, 24 March 2015 Minute G.22/6/17, 13 June 2017 Minute G.19/4/19, 30 April 2019 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	<i>Bush Fires Act 1954</i> DA-EMS 01 Prohibited Burning Times DÀ-EMS 02 Bush Fires Act 1954 DA-FCM 06 Defer, Grant Discounts, Waive or Write off Debts

16	SUBJECT:	Public Health Plan 2020-2023
	DIRECTOR:	Executive Manager Development and Compliance
	MEETING:	Council Meeting
	MEETING DATE:	23 June 2020

Summary

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

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

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

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

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

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.13/7/17 11 July 2017 Public Health Planning: Public Health Act 2016

Background

On 11 July 2017, Council approved progression of a 3 Year Public Health Plan. The Act requires the Chief Health Officer to prepare a Plan for the State and requires each local government to prepare a Plan for their local government district.

The Act sets out the specific requirements of the State and local plans. Essentially both plans must include a health profile and set a strategic direction for areas of health focus. The health profile explains the current health status, factors determining the health of the community and also an overview of health needs. The strategies identified, outline the actions that will be implemented to improve identified health priorities.

All local government plans must be consistent with the State Public Health Plan (State Plan) which provides a framework for local governments to consider and adapt where necessary to meet the specific needs of their community.

It is important to note that whilst the aim of the State Plan is to facilitate a consistent approach to addressing broader community health issues, it does provide local governments the flexibility to not include particular State objectives and policy priorities and focus on matters that are important to the local community.

Table 1 – Extract from page viii State Public Health Plan for Western Australia (electronic version)

Public health objectives and policy priorities summary

Objective 1: Empowering and enabling people to live healthy lives
- Healthy eating - A more active WA - Curbing the rise in overweight and obesity - Making smoking history - Reducing harmful alcohol use - Reduce use of illicit drugs, misuse of pharmaceuticals and other drugs of concern - Optimise mental health and wellbeing - Preventing injuries and promoting safer communities
Objective 2: Providing health protection for the community
- Reduce exposure to environmental health risks - Administer public health legislation - Mitigate the impact of public health emergencies - Support immunisation - Prevention and control of communicable diseases - Promote oral health improvement
Objective 3: Improving Aboriginal health and wellbeing
- Promote culturally secure initiatives and services - Enhance partnerships with the Aboriginal community - Continue to develop and promote Aboriginal controlled services - Ensure programs and services are accessible and equitable - Promote Aboriginal health and wellbeing as core business for all stakeholders

The Act also requires local governments to report on its performance against their Plan, however at this stage the Department of Health have not provided any specific reporting criteria. Performance measures include a range of quantitative and qualitative criteria.

The Plan is required to be reviewed annually and replaced every five years (or earlier). Evaluation should be undertaken throughout the life of the Plan.

City officers with the assistance of public health consultant, undertook thorough research and consultation to develop a community based, evidence informed Plan which is believed to be consistent with the State Plan.

Comment

The City of Mandurah, like many local government authorities has an important role to play in terms of positively influencing the health and wellbeing in the community. Local government is often considered the closest level of government to the people and therefore has specific knowledge of local gaps and opportunities. Local governments also have strong community partnerships, skilled local workforce and infrastructure capabilities to make a positive difference.

Traditionally, it has been viewed that local governments role in terms of community health is the continued provision of environmental health services such as vector control, waste water, hazardous substance, safe food and water etc. The factors that determine the health and wellbeing of a person are now considered more broadly and include the environments in which people live, income, genetics and connections both socially, spiritually, culturally and to the natural environment.

Many activities undertaken by the City support the health and wellbeing of the community, and it is important to note the extensive range of services the City currently provides. The focus of the Plan is to promote existing services, facilities and build on existing partnerships to achieve positive community health outcomes. In many cases the work that is already being undertaken is not directly recognised for the health benefit it is providing. The health planning process allows a clear recognition of the contribution local government make.

Table 2, below, provides a detailed list of many of the core duties of local government and the health and wellbeing impacts on the community.

Table 2 – Department of Health 2017, Pathway to a healthy community: a guide for councillors and local government

Environment	Common business of local government		Examples of impacts on health and wellbeing
Social Creating opportunities for people to participate in the life of the community	- community development - sport and recreation programs - library services - youth services - senior services - community support groups - community safety	- volunteers - disability services - home care services - art and cultural activities - community engagement - information services	- improved physical, social and mental health and wellbeing - increased physical activity - sense of place, belonging and safety - improved social connectedness and cohesion - reduction in illness and diseases
Economic Encouraging economic development and equitable access to resources that are viable	- economic development - employment development - commercial and industrial development	- tourism - affordable housing and accommodation - subsidised services - job creation	- improved physical, social and mental health and wellbeing - accessible and affordable housing - higher standards of living - reduction in illness and diseases
Built Altering our surroundings to make them liveable	- town planning and development - community infrastructure - roads and streetscapes - traffic management - footpaths - community facilities - seating - toilets	- drainage - lighting - underground power - land management - graffiti management - parks and public open spaces - museums	- improved physical, social and mental health and wellbeing - increased physical activity - improved social connectedness and cohesion - reduction in falls and traffic-related injuries - safer environments for health - reduction in illness and diseases
Natural Looking after the natural environment so that it is sustainable and continues to nurture us	- air quality - water demand and quality - waste management - bushland and coastal protection	- pollution and hazards - climate change - energy consumption - environmental protection - shade trees	- improved physical, social and mental health and wellbeing - increased physical activity - safer food, water and air - reduced exposure to environmental hazards and health risks - reduction in illness and diseases

Plan development

The intent of the Plan is to guide the whole of the organisation, providing direction to work areas in the delivery of agreed actions and working together as one.

Development of the Plan involved data analysis and research, strategic and priority setting, extensive community and stakeholder consultation utilising existing community feedback and also obtaining new feedback from key external stakeholders.

The Mandurah Matters community engagement process was being undertaken in parallel, which was invaluable in the development of the Plan as it provided an extensive and holistic exploration of our community's vision.

The process for determining the community health profile was based on the 'City of Mandurah Health and Wellbeing Profile 2019' prepared by the Department of Health, South Metropolitan Health Services and additional information sourced through the process.

The majority of the data was originally obtained from sources such as the Australian Bureau of Statistic and the Department of Health epidemiology branch. However other sources were also used to determine the health status of the community and identifying the key factors that influence our community's health (i.e. health determinants).

The development of the community health profile identified the following key health challenges experienced by the community:

1. Ageing population with people aged 75 and over being almost double the WA average
2. High psychological distress affects 14.3 percent of the population
3. Unemployment rates higher than WA State average
4. 2016 data indicates approximately 170 people are homeless. Recent local data obtained in March 2019 suggests up to 70 people are street present at any one time in and around Mandurah's central areas.
5. Declining Socio-Economic Indexes for Areas (SEIFA) over time
6. Higher than State average notifiable diseases (Vector borne and STIs)
7. Three in every four adults is overweight or obese
8. 40 percent of adults are not active enough for health benefits
9. Very few people eat the recommended number of serves of fruit and vegetable

As mentioned above, a thorough analysis of all data obtained from the community health profile, stakeholder consultation and broader consultation was completed and the below four themes linked with specific strategic objectives were identified. Note, each strategic objective has further strategies connected to it and reference should be made to the Plan for the complete list of strategies.

Theme	Strategic Objective
1. <i>Planning for a healthy and active community</i>	Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse City.
2. <i>Building our community's confidence in Mandurah as a safe and secure city</i>	Create an environment that feels safe and minimises harm, including from alcohol and drug misuse, using internal and external resources.
3. <i>Promoting a cohesive, connected and included community</i>	Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation and support improved mental health.
4. <i>Promote, disseminate and integrate key healthy messages and policies into City business</i>	Partner with external agencies to identify community relevant health messages and services, and where resources permit integrate them into City business.

The strategies outlined in the Plan have been developed to ensure they can capture the broader range of health related activities the organisation is responsible for and be flexible to ensure the organisation can be dynamic, community driven and adapt to changing needs. This approach has been based on the learnings from the City's previous implementation of the federally funded Healthy Communities Initiative.

It is also important to note that during the development of the Plan a strategy alignment was undertaken to identify the key documents that influence health. The Plan aims to align with these documents and support the delivery of their objectives to prevent duplication of activities wherever possible.

The Plan also highlights in its vision that there will be a focus on priority populations as these groups generally have poorer health outcomes and will benefit the most from direct intervention. The Plan has identified the following priority populations in line with the State Plan:

1. Aboriginal people
2. Those living in low socioeconomic circumstances
3. People with mental illnesses
4. People with disabilities
5. Carers and families of people with sickness and disability
6. Culturally and Linguistically Diverse Populations (CALD)

The City has strong relationships with these groups and the Plan will provide an increased focus on supporting their health and wellbeing. The intent is to ensure that these priority populations are provided with more direct opportunities that are unique to their circumstances wherever the opportunity arises.

Whilst the Plan has a focus on the abovementioned priority populations this does not disregard the importance of providing services and facilities to the broader community. There are a range of opportunities, such as advocating and supporting health promotion initiatives in schools to ensure the next generation have a greater understanding of the benefits associated with a healthy lifestyle.

Actions taken to date

In addition to the development of the Plan, the main focus has been to engage with key internal teams and external stakeholders to build a thorough understanding of the current activities and goals of these groups in an effort to identify opportunities. This is particularly important due to many of the strategies reliance on successful partnerships to promote existing and new programs, services and infrastructure.

An action plan is in development to ensure key tasks identified during the consultation period are prioritised over the coming 12 months. The action plan will be a 'living' document and will develop and change as tasks are completed and new opportunities arise within the identified themes.

Consultation

External community consultation that was completed which was directly related to the development of the Plan included an on-line survey and workshop aimed at key stakeholders to obtain their thoughts, needs and aspirations.

The respondents of the online survey included organisations such as Diabetes WA, Mandurah Medical Centre, Seniors Recreation Council of WA Inc Peel Branch, Mandurah Police, Foodbank, Heart Foundation and Injury Matters.

A number of questions were asked including requesting respondents to rank public health focus areas according to their perception on how much of an impact they have on the health and wellbeing of the Mandurah community and visitors.

The stakeholders identified a range of important public health issues with the top two being mental health and physical activity. Others that ranked highly included alcohol and drug misuse, sun safety, ageing and community safety.

The purpose of the external stakeholder workshop was to discuss the vision and process of developing the Plan. Stakeholders were asked to share any services and programs they provide which align with any of the themes which the City could add value to. In addition, stakeholders were also asked to share any ideas on how the strategies could be implemented.

All feedback received was reviewed against the strategies. Overall the feedback was very positive and stakeholders were excited by the City's progress in the development of the Plan and the potential opportunities to work in partnerships with the City.

As previously mentioned in this report, City officers linked in with the extensive community consultation taking place as part of the Mandurah Matters campaign. It was also important that the Plan adopts the relevant outcomes of the community led engagement program which was taking place during the same period the development of the Plan was underway.

Other community consultation feedback that has been utilised throughout the development of the Plan included the Safe Communities Priority setting workshop and Community Scorecard.

Statutory Environment

Section 45 of the *Public Health Act 2016* sets out the requirements for all local governments to prepare a Public Health Plan that applies to its local government district.

Policy Implications

Nil

Economic Implications

The Plan focuses on using and promoting existing infrastructure, services and partnerships. External funding opportunities will be sought where they align with the City's priorities.

The total annual economic implications linked directly to the Plan is approximately \$122,000. This is calculated from direct labour costs of approximately \$87,000 and an operational budget of \$35,000 which has been included in the 2020/21 budget and forms part of the baseline in the Long term Financial Plan.

In July 2017, whilst Council has supported City funds to be allocated to the development and implementation of the Plan, there was a preference that the State Department of Health provide funding. Council requested an additional clause be included in the report recommendations, for the Mayor to correspond with the Minister for Health seeking funding of \$140,000 per annum, once the local public health plan is approved. It is proposed this correspondence be actioned on Council endorsement of the Plan revised to align with the City's 2020/21 commitment.

Risk Analysis

As discussed throughout this report, it is a legal requirement that all local governments have a public health plan that meets the provisions of the *Public Health Act 2016*.

City officers have worked closely with a public health consultant which has thorough knowledge of public health matters and understands the functions and capacity of Western Australia local government authorities.

The Plan has been developed in accordance with the abovementioned Act and Department of Health guidelines.

Strategic Implications

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

Social:

- Ensure the provision of quality health services and facilities.
- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Identity:

- Encourage active community participation and engagement.
- Embrace Mandurah's identity as a multicultural community.

Conclusion

The City of Mandurah like many local governments is in a unique position to influence the environments of their communities to help them be happy, healthy and feel connected to each other and the natural environment.

The *Public Health Act 2016* recognises the important role local government plays in influencing the health of their communities and requires all local government authorities to prepare a public health plan that meets the needs of their community.

The City of Mandurah draft Public Health Plan 2020-23 has been developed utilising a range of community feedback, with a particular effort made to utilise feedback obtained from City wide consultation such as the Mandurah Matters campaign which clearly articulated the community's desire for improved health outcomes. In addition, community health related data was sourced from external organisations such as the Department of Health to determine the current health status of our community and identify local challenges.

Extensive strategy alignment was also undertaken to ensure the Plan aligns with existing relevant internal and external strategies and plans to avoid duplication and identify areas where the City can add value. The Plan has been developed as a strategic document which aims to allow all areas of the organisation to link their activities to and provide flexibility to capture opportunities as they arise.

The success of the Plan relies very heavily on successful partnerships across the organisation and with external stakeholders. It is important that City officers and Elected Members assist with building and fostering these relationships.

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

NOTE:

- Refer **Attachment 16.1 Draft Public Health Plan 2020-23**

RECOMMENDATION

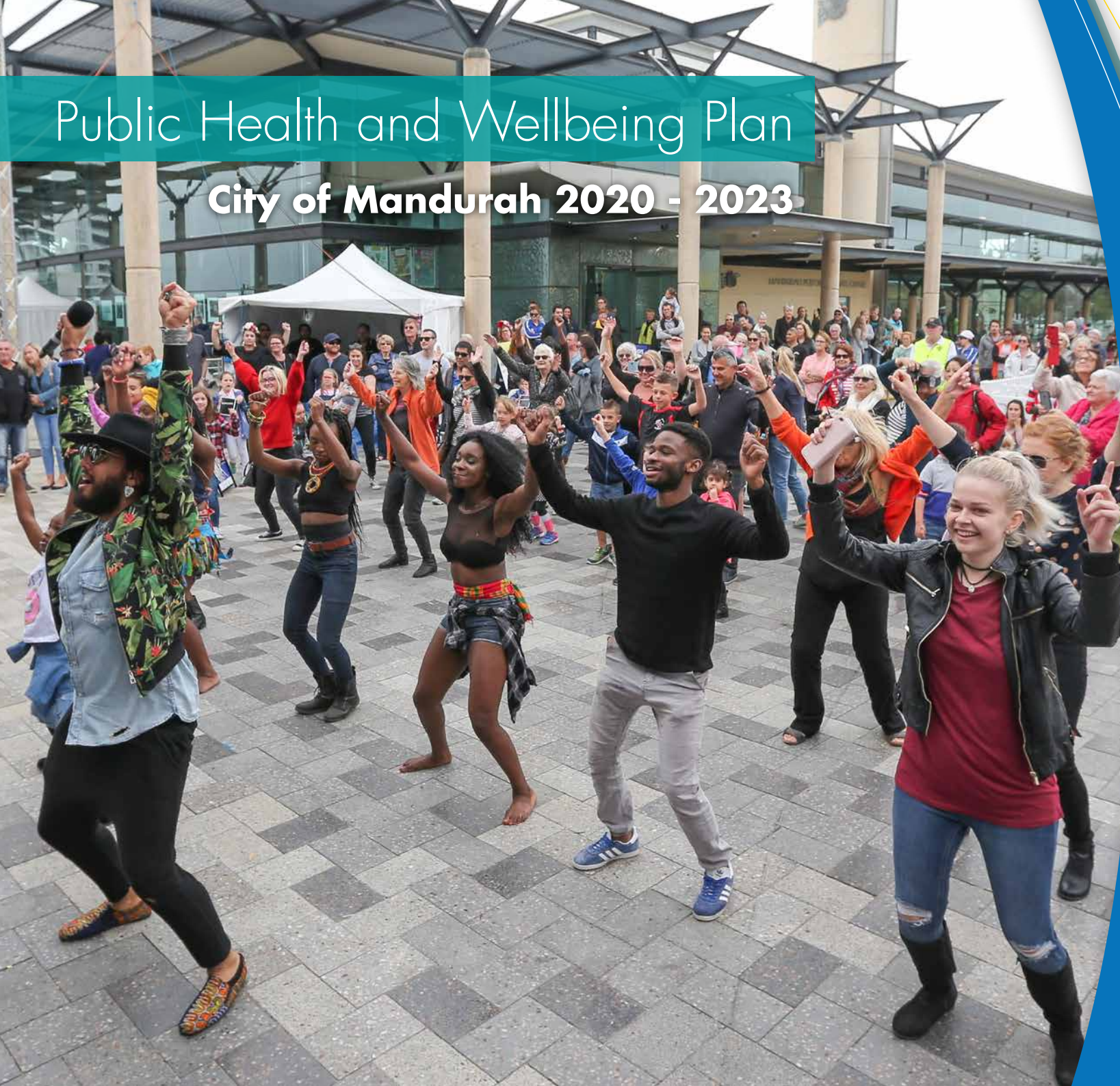
That Council:

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

Public Health and Wellbeing Plan

City of Mandurah 2020 - 2023

ATTACHMENT 16.1



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Introduction

Health and wellbeing is vital to a liveable and safe community. For this reason we have chosen to enhance our commitment to our community's wellbeing through developing a Public Health and Wellbeing Plan 2020-2023 (The Plan) that integrates local knowledge and action, provides leadership to create and maintain a healthy, happy and safe community.

The Plan recognises that being healthy is more than being free from disease, it also comprises all aspects of a person's life that contribute to them being happy and fulfilled.

The Plan is required under the Western Australian *Public Health Act 2016* and aligns with the State Public Health Plan for Western Australia 2019-2024. It aims to enhance the health, wellbeing and safety of all Mandurah residents through aligning with the City of Mandurah's Strategic Community Plan 2020 - 2040 and relevant State and Federal strategies and policy documents.

There are different ways the City can contribute to improving our community's health and wellbeing through leading, advocating and partnering with key stakeholders in various health related areas.

The Plan has a strong focus on engaging with priority populations in our community who are recognised as having the poorest health outcomes and benefit the most from additional support to improve their health and wellbeing.

The Plan also recognises the important contribution the City of Mandurah has on the health of the community. And also highlights the importance that it is everybody's business to promote, protect and improve the health of the community.

Public Health Vision

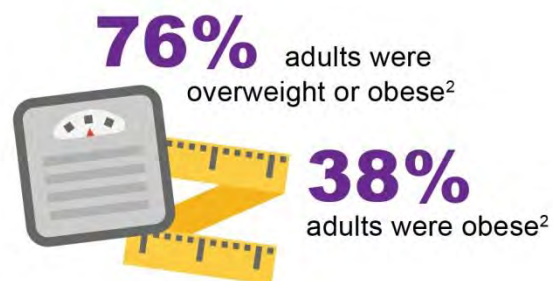
The vision of The Plan is to create a place where our community is proud, inspired, inclusive and innovative where we respect our connections to the past and create a positive future. This will be achieved through delivering on the City's values of connected, integrity, excellence, innovation and by being courageous.

The Plan will focus on priority populations which include, but are not limited to:

- Aboriginal people
- Those living in low socioeconomic circumstances
- People with mental illness
- People with disabilities
- Carers and families of people with sickness and disability
- Culturally and Linguistically Diverse (CALD) populations, particularly those people who have recently arrived in Australia

The success of The Plan strongly relies on a whole-of-organisation and community approach to health and wellbeing which strongly links to the strategic direction and the City's Strategic Community Plan Focus Areas.

City of Mandurah Health and Wellbeing Snapshot



82.7 years

life expectancy at birth 2013–2015³



28.7% adults had current high blood pressure²



26.2% adults had current high cholesterol²



23.5%

adults drank alcohol at risky or high risk levels for long term harm²

7% adults smoked²



55% adults ate less than two serves of fruit daily²



88% adults ate less than five serves of vegetables daily²



38%

adults ate meals from fast food outlets at least weekly²

3,885

adults were hospitalised due to injuries from accidental falls between 2012–2016¹

40% adults were not active enough²



16.5% have been diagnosed with a mental health problem in the last 12 months



Source: City of Mandurah Health and Wellbeing Profile - South Metropolitan Health Services Health (SMHS)

Strategic Community Plan Focus Areas

Economic	Social	Health	Environment	Organisational Excellence
- Supporting and empowering local businesses - Creating local jobs and opportunities - Fostering innovation and creativity in enterprise - A diversity of employment, industries and enterprise - Giving consideration to the impact of industry on the environment	- Engaging, enabling and promoting youth - People feeling safe no matter where they are - Hearing and embracing all voices - Vibrant and welcoming places for all to share - Protecting the natural environment as we create shared spaces	- A compassionate, interconnected whole of health system - Technology and infrastructure that aids in better health - Readily available, highly accessible services and facilities - Appropriate support for an ageing population - An understanding of the importance of a protected natural environment in preventative health	- Nature having a voice at the table in all decisions - A beautiful, clean, and sustainable environment for all - Preserving and celebrating the waterways - our greatest asset - Protecting the natural environment for generations to come - Deep engagement and respect for the environment	An organisation that: - makes a difference through questioning, challenging and building resilience (COURAGE) - engages the community through collaboration, understanding and inclusiveness (CONNECTED) - embraces ideas and opportunities to shape an inspiring, diverse and dynamic community (INNOVATIVE) - upholds and protects our community through honesty, fairness and empathy (INTEGRITY) - delivers on its commitments to make a difference in our community (EXCELLENCE)

The Plan seeks to have a deep understanding of our community and supports opportunities that are identified to improve health and align to what matters to our community. Importantly there is an opportunity to maintain a connection with those who participated in the Mandurah Matters process to develop the City's Strategic Community Plan and identified health as being one of the key focus areas.

The Plan will also be influenced and supported by legislation and a number of strategies such as the documents outlined in **Appendix 1** State Plan - 'Supporting legislation and strategies'.

Plan Development

This Plan was developed in consultation with community members, staff and local stakeholders. The themes reflect the needs and aspirations of the local community and recognises that public health is already fundamental to the City's business.

Health is everyone's responsibility and almost every service and environment that the City is involved with contributes to a healthy, active, happy and safe community.

Specifically, the Plan will directly deliver a range of health actions that are covered in the Corporate Business Plan and seek to align with the Strategic Community Plan / Mandurah Matters focus areas.

The Plan will:

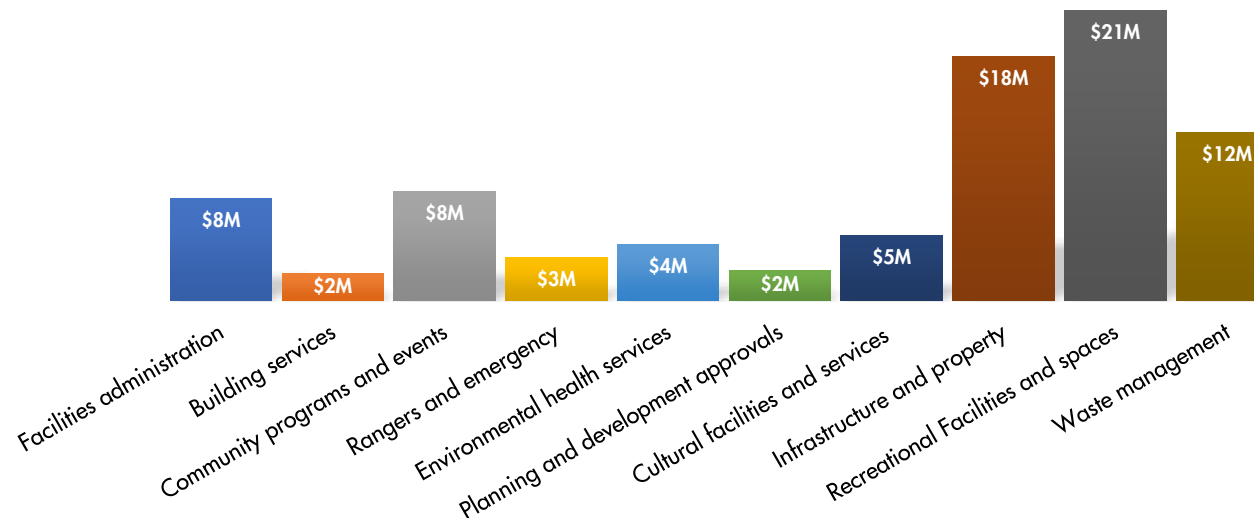
- Be a document that identifies areas of focus to improve health and wellbeing.
- Be an ambitious document that facilitates opportunities that may require external funding and other stakeholder's commitment to deliver.
- Focus on priority populations in the community who are more likely to have poor health outcomes.
- Explain the ways that we can influence public health.
- Encourage the community to lead opportunities to improve public health and maximise their efforts and ideas.
- Ensure a one team approach working in all areas and connecting services and infrastructure.



Our Current Public Health Role

The City provides a broad range of programs that support and promote the health of our community and invests a significant amount of money across the organisation which can be seen in the graph below. Each one of these Business Units contribute to making our City a healthy, enjoyable and a safe place to be.

Expenses by Program 2018/19 (\$ Millions)



Source: City of Mandurah's 2018/19 Annual Financial Statement

The City of Mandurah's ongoing commitment to creating and influencing environments that support healthy living, wellbeing and quality of life are further detailed in our following core business, including:

- **infrastructure and property services**, including local roads, bridges, footpaths, drainage, waste collection and management
- **building services**, including inspections, licensing, certification and enforcement
- **provision of recreation facilities and spaces**, such as parks, natural reserves, trails, sports fields and stadiums, swimming pools, sport centres, halls
- **planning and development approvals**
- **environmental health services** to prevent and control environmental health hazards, emissions, and communicable diseases (i.e. tobacco control, water and food safety, noise and air pollution control and mosquito control)
- **administration of facilities**, such as marinas, cemeteries, parking facilities and street parking
- **community programs and events** including youth development, access and inclusion, and volunteering
- **cultural facilities and services** such as libraries, art galleries and museums
- **waste management**
- **ranger and emergency services** including animal control and fire management.



Measures

The City has an important role in providing healthy and supportive environments. The table below demonstrates the linkages between the outcomes of the Plan's strategies and how they will contribute to broader community health improvement.

	Overweight or Obese	Poor Physical Activity	Poor Nutrition (Fruit & Vegetable)	Smoking	High Risk Alcohol Consumption	Mental Health	Injury
Satisfaction with City's footpaths, cycle paths, roads and community based services that keep people active and healthy	✓	✓					
Evaluation of CoM Liquor Accord actions and outcomes					✓	✓	✓
Comparison of Injury Matters injury data over 2 year periods							✓
Satisfaction with the City's performance in safety and security							✓
Implementation of the City's Community Safety and Crime Prevention Plan							✓
Maintenance and actions of the Mandurah Liquor Accord to reduce alcohol harm							✓
Streamlined volunteer database with increased participation rates						✓	
Reduction in lifestyle risk factors for Mandurah population	✓	✓	✓	✓	✓		
Increased funding from external agencies to promote health and wellbeing	✓	✓	✓	✓	✓	✓	✓
Comparison of SMHS community profile data over 2 year periods	✓	✓	✓	✓	✓	✓	✓
Satisfaction with partnering opportunities both internally and externally to the City	✓	✓	✓	✓	✓	✓	✓
Stakeholder satisfaction on the implementation of the City's Public Health and Wellbeing Plan	✓	✓	✓	✓	✓	✓	✓
Comparison of SEIFA score when released	✓	✓	✓	✓	✓	✓	✓
Increased distribution, understanding and integration of key healthy messages both internally and externally to the City.	✓	✓	✓	✓	✓	✓	✓
City policies to include health and wellbeing/public health objectives and strategies	✓	✓	✓	✓	✓	✓	✓
Evaluation of the City's Public Health and Wellbeing Plan's processes, outputs and outcomes	✓	✓	✓	✓	✓	✓	✓

Identifying Our City's Public Health Needs

Feedback from the community about their health and wellbeing needs is essential. The data analysis, staff and stakeholder consultation was supported by the broader consultation as follows:

- Mandurah Matters community consultation
- Safe communities priorities setting workshop
- Meeting with representatives from key organisations
- Interviews with key staff across the City
- Staff and external stakeholder survey to identify perceived public health risks
- An internal policy alignment study
- Community health and wellbeing profile

The community health and wellbeing profile highlighted a number of specific public health challenges for the City including:

- Ageing population with people aged 75 and over being almost double the WA average
- High psychological distress affects 14.3 percent of the population
- Unemployment rates higher than WA State average
- In 2016, data indicates approximately 170 people are homeless. Recent local data obtained in March 2019 suggests up to 70 people are street present at any one time in and around Mandurah's central areas.

- Declining Socio-Economic Indexes for Areas (SEIFA) over time
- Higher than state average notifiable diseases (Vector borne and STIs)
- Three in every four adults is overweight or obese
- 40 percent of adults are not active enough for health benefits
- Very few people eat the recommended number of serves of fruit and vegetable

The findings from the consultation process as well as the statistics and other research has resulted in the identification of various public health priorities that The Plan will seek to address.

The following overarching themes guiding The Plan integrate many of these public health priorities:

1. Planning for a healthy and active community

Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse city.

2. Building our community's confidence in Mandurah as a safe and secure city

Create an environment that feels safe and minimises harm, including from alcohol and drug misuse with the support of key partners.

3. Promoting a cohesive, connected and included community

Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation whether these opportunities are provided by the City or other agencies.

4. Promote, disseminate and integrate key healthy messages and policies into City business

Partner with external agencies to identify and provide community relevant health messages and services, and where resources permit these are integrated into City business.

Plan Implementation

Day to day implementation will be undertaken with the involvement of a broad range of partners working together to achieve the goals of improving the health and wellbeing of our community.

To ensure the success of The Plan, the following reflects the actions carried out by the City:

- Engage with priority populations to improve health outcomes
- Understand external stakeholders activities and goals
- Understand the current activities and goals of each City team
- Prepare or support groups to prepare advocacy documents
- Link in with broader health campaigns and identify potential funding opportunities
- Take advantage of existing events to promote opportunities
- Listen to people and identify potential linkages and opportunities

- Identify any barriers in delivering services, infrastructure and equipment and develop options to address these.

The City spends millions of dollars on key infrastructure and activities that contribute to the health and wellbeing of the community. Beyond the labour allocation, the modest operating budget relating directly to the resources involved to deliver The Plan include:

- Marketing and communications support for internal and external activities
- Administration support to enhance internal and external activities
- Support with basic equipment or improvements
- Provide incentives to overcome barriers to attendance

Plan Review

Over the coming three years, the City and its partners will support and undertake initiatives to achieve the key strategies under each theme. Success will be measured by reporting against key performance indicators and the outcomes of the annual action plan. Each year, an action plan will be developed by the City that will demonstrate the outcomes between the City and partner organisations that have promoted better health and wellbeing among individuals and the broader community.

Public Health Themes and Key Actions

Theme One: Planning for a healthy and active community	Theme Two: Building our community's confidence in Mandurah as a safe and secure city	Theme Three: Promoting a cohesive, connected and included community	Theme Four: Promote, disseminate and integrate key healthy messages and policies into City business
Strategic Objective One - Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse City.	Strategic Objective Two - Create an environment that feels safe and minimises harm, including from alcohol and drug misuse, using internal and external resources.	Strategic Objective Three - Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation and support improved mental health.	Strategic Objective Four - Partner with external agencies to identify and provide community relevant health messages and services where resources permit and integrate into City business.
Strategy 1.1 Promote existing infrastructure provided by the City and environmental assets to enable people to be more active, enjoy nature, promote mental health and increase tourism. Strategy 1.2 Identify and then address any barriers to utilisation of services, infrastructure and equipment. Strategy 1.3 Integrate health promoting principles and human health assessments when planning, retrofitting or developing the built environment.	Strategy 2.1 Work with the community and in partnership with relevant agencies to address and respond to injury risks, unsafe behaviours, including violence and drug and alcohol misuse linking with the City's Community Safety and Crime Prevention Plan. Strategy 2.2 Enhance the perception of safety through the effective maintenance of infrastructure and community amenities. Strategy 2.3 Ensure effective delivery of environmental health and health protection services to sustain a safe environment.	Strategy 3.1 Advocate for improved mental health services and effective coordination to support our local community. Strategy 3.2 Actively engage with the community and other stakeholders to ensure the Public Health Plan strategies are included on the agenda and actively discussed. Strategy 3.3 Partner with local agencies to lead and undertake evidence informed public health planning and program development for the City.	Strategy 4.1 Link in with broader public health campaigns that reflect the needs of City residents. Strategy 4.2 Partner with stakeholders to identify upcoming events where the Public Health Plan strategies could be promoted. Strategy 4.3 Improve communication and promotion of the City's services and activities to all Mandurah residents and stakeholders.

Strategic Objective One - Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse City.	Strategic Objective Two - Create an environment that feels safe and minimises harm, including from alcohol and drug misuse, using internal and external resources.	Strategic Objective Three - Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation and support improved mental health.	Strategic Objective Four - Partner with external agencies to identify community relevant health messages and partner to provide healthy messages and services, and where resources permit are integrated into City business.
Strategy 1.4 Identify and apply for funding opportunities to deliver evidence informed public health programs particularly those that meet the needs of people in the community who have the highest need. Strategy 1.5 Adopt sustainable practices in managing the City's assets, operations and services in order to adapt to changing climate conditions and reduce negative impacts on health and wellbeing. Strategy 1.6 Promote active lifestyles and healthy eating choices both internally and externally. Strategy 1.7 Increase community participation and create opportunities for social connection through a range of activities including the arts, social groups, recreation and sport.		Strategy 3.4 Coordinate a whole of City volunteer and stakeholder register and database to provide a coordinated and streamlined approach to volunteerism and partnerships within the City. Strategy 3.5 Continue to advocate for improved facilities at the Peel Health Campus. Strategy 3.6 Develop initiatives that are inclusive and sensitive to the needs of priority population who have poorer health. Strategy 3.7 Engage our diverse community in events, programs and cultural activities to foster community identity, develop personal skills and create social connections. Strategy 3.8 Advocate for improved technology and specialist health facilities locally.	Strategy 4.4 Ensure effective representation from the City to advocate on behalf of constituents to State and Federal government, other local governments, agencies and private organisations, peak bodies and the media to improve health outcomes for our community. Strategy 4.5 Ensure the City has a suite of policies that promote and provide public health and wellbeing opportunities to both staff and the broader community.

Our City's progress will be monitored by the following measures:

Strategic Objective One - Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse City.	Strategic Objective Two - Create an environment that feels safe and minimises harm, including from alcohol and drug misuse, using internal and external resources.	Strategic Objective Three - Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation and support improved mental health.	Strategic Objective Four - Partner with external agencies to identify community relevant health messages and partner to provide healthy messages and services, and where resources permit are integrated into City business.
1. Satisfaction with City footpaths, cycle paths, roads and community based services that keep people active and healthy 2. Reduction in lifestyle risk factors for Mandurah population as outlined in City of Mandurah Health and Wellbeing Profile 2019 (prepared by South Metropolitan Health Services (SMHS)) 3. Increased funding from external agencies to promote health and wellbeing within the City 4. Comparison of SMHS community profile data over 2 year periods	1. Satisfaction with the City's performance in safety and security 2. Maintenance and actions of the Mandurah Liquor Accord to reduce alcohol harm 3. Evaluation of CoM Liquor Accord actions and outcomes 4. Implementation of the City's Community Safety and Crime Prevention Plan 5. Comparison of Injury Matters injury data over 2 year periods	1. Satisfaction with partnering opportunities both internally and externally to the City 2. Streamlined volunteer database with increased participation rates 3. Stakeholder satisfaction on implementation of the City's Public Health and Wellbeing Plan 4. Comparison of SEIFA score when released 5. Stakeholder survey completed annually	1. Increased distribution, understanding and integration of key healthy messages both internally and externally to the City 2. City policies to include health and wellbeing/public health objectives and strategies 3. Evaluation of the City's Public Health Plan processes, outputs and outcomes



Strategic frameworks

This Plan is designed to complement the existing strategic frameworks designed to protect public health.

Strategies
WA health system
WA Health Strategic Intent 2015–2020 Sustainable Health Review 2019
Aboriginal health
WA Aboriginal Health and Wellbeing Framework 2015–2030
Chronic disease and injury
WA Health Promotion Strategic Framework 2017–2021 Falls Prevention Model of Care 2014 Road safety strategy to reduce road trauma in WA 2008–2020
Disability
WA Disability Health Framework 2015–2025
Environmental health
Environmental Health Strategic Plan 2018–2021
Oral health
State Oral Health Plan 2016–2020
Immunisation
WA Immunisation Strategy 2016–2020
Mental health and alcohol and other drugs
Western Australian Mental Health, Alcohol and Other Drugs Services Plan 2015–2025 Western Australian Methamphetamine Action Plan Suicide Prevention 2020: Together we can save lives Mental Health 2020: Making it personal and everybody's business Disability Access and Inclusion Plan 2017–2021 Western Australian Alcohol and Drug Interagency Strategy 2018–2022 The Western Australian Mental Health Promotion, Mental Illness, Alcohol and Other Drug Prevention Plan 2018–2025
Sexual health
WA Sexually Transmissible Infections Strategy 2019–2023 WA Hepatitis B Strategy 2019–2023 WA Hepatitis C Strategy 2019–2023 WA Human Immunodeficiency Virus Strategy 2019–2023 WA Sexual Health and Blood-borne Viruses Strategy 2019–2023

CITY OF MANDURAH

NOTICE OF MOTION

COUNCIL MEETING OF 23 JUNE 2020

COUNCILLOR PETER ROGERS

TRAFFIC ASSESSMENT – ORMSBY TERRACE

I hereby give notice that I intend to move the following Motion at the Council meeting of 23 June 2020.

That:

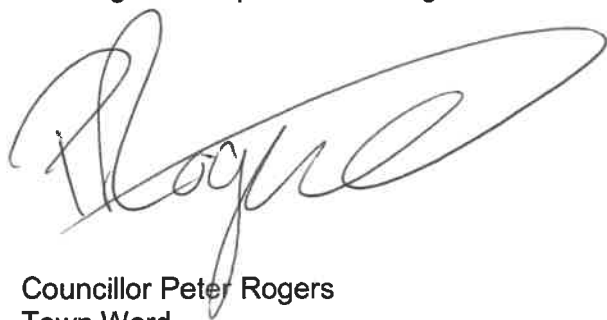
City of Mandurah officers schedule in a traffic assessment of Ormsby Terrace between the Marco Polo Drive and Peel Street roundabouts and report the results back to the Council upon completion.

Reason for the Motion:

The reason for this Motion is:

After a recent community meeting at Ormsby Terrace, residents raised concerns of speeding and hoon driving.

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

A handwritten signature in black ink, appearing to read 'Peter Rogers', is written over a faint, larger signature that appears to read 'Rogers'.

Councillor Peter Rogers
Town Ward

5 June 2020