



City of
Melville

MINUTES

ORDINARY COUNCIL MEETING

6:30 PM Tuesday, 18 June 2024

Held in the Council Chambers, Melville Civic Centre,
10 Almondbury Road, Booragoon

The City of Melville acknowledges the Bibbulmun people as the Traditional Owners and custodians of the lands on which the City stands today and pays its respect to the Whadjuk people, and Elders both past, present and emerging.

Minutes to be confirmed at the next Ordinary Council Meeting

These minutes are hereby confirmed as true and accurate

Mayor K Mair

Date

16/7/2024



Our Vision

Engaging with our diverse community to achieve an inclusive, vibrant and sustainable future.

Our Mission

To provide good governance and quality services for the City of Melville community.

Our Values

Excellence

Striving for the best possible outcomes

Participation

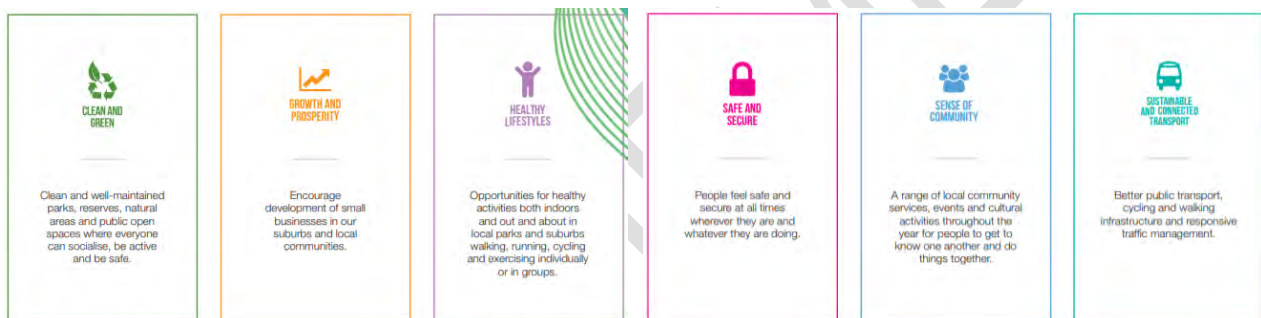
Involving, collaborating and partnering

Integrity

Acting with honesty, openness and with good intent

Caring

Demonstrating empathy, kindness and genuine concern



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Audio Recording/ Access to Recording

In accordance with the Council Policy CP- 088 Creation, Access and Retention of Audio Recordings of the Public Meetings this meeting is electronically recorded. All recordings are retained as part of the City's records in accordance with the State Records Act 2000 and the General Disposal Authority for Local Government Records. The Audio recording may be accessed at www.melvillecity.com.au/agendas.

The nature of the Council's decision making role in the matter:

Advocacy	<i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
Executive	<i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
Legislative	<i>Includes adopting local laws, town planning schemes & policies.</i>
Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
Quasi-Judicial	<i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i>

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1 OFFICIAL OPENING

The Presiding Member welcomed those in attendance to the meeting, officially declared the meeting open at 6:30pm and invited Cr K Wheatland to read the Acknowledgement of Country and advised those present of the Disclaimer, the Affirmation of Civic Duty and Responsibility and the Audio Recording Advice.

2 ATTENDANCE AND APOLOGIES

In Attendance

K Mair

Mayor

Councillors

Cr T Fitzgerald

Cr G Barber

Cr J Edinger

Cr N Robins

Cr C Ross

Cr J Spanbroek

Cr K Wheatland

Cr M Woodall

Cr D Lim

Cr S Hong

Cr S Green

Cr T Lee

Ward

Palmyra - Melville - Willagee Ward

Bicton - Attadale - Alfred Cove Ward

Bicton - Attadale - Alfred Cove Ward

Bateman - Kardinya - Murdoch Ward

Applecross - Mount Pleasant Ward

Bull Creek - Leeming Ward

Palmyra - Melville - Willagee Ward

Bull Creek - Leeming Ward

Applecross - Mount Pleasant Ward

Bateman - Kardinya - Murdoch Ward

Central Ward

Central Ward

Officers

Ms G Bowman

Chief Executive Officer

Mr M McCarthy

Director Environment & Infrastructure

Mr P Varelis

Director Planning

Ms M Pickering (*from 6:39pm*)

Director Community Development (*electronic attendance*)

Mr I Aiyathurai

Manager Financial Services

Ms D Karunaratne (*until 8:37pm*)

Senior Accountant (Management)

Mr W Nicholls (*until 8:35pm*)

Management Accountant

Ms D Olds (*until 8:35pm*)

Management Accountant

Mr G Ponton (*until 9:49pm*)

Manager Strategic Urban Planning (*electronic attendance*)

Ms K Bainbridge (*until 9:47pm*)

Manager Statutory Planning & Building (*electronic attendance*)

Ms C Newman

Head of Governance

Ms M Smith Poulton

Governance Officer

Ms N Wu

Acting Governance Officer

At the commencement of the meeting:

Public Gallery	4
Electronic	8
Press	0

Apologies

Nil.

On Approved Leave of Absence

Nil.

CONFIRMED

3 DECLARATIONS BY MEMBERS

3.1 Declarations by Members who have not read and given due consideration to all matters contained in the business papers presented before the Meeting

- Cr K Wheatland – had not reviewed the Amendment to Item C24/164 Consideration and Adoption of the 2024-2025 Budget.

3.2 Declarations by Members who have received and not read the Elected Members Bulletin

- Nil

4 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Approved Deputations

Nil

Approved Written Submissions

Nil

5 DISCLOSURE OF INTEREST

5.1 Financial or Proximity Interests

Under sections 5.60A and/or 5.60B of the *Local Government Act 1995*

C24/163 RFT232420 - Construction of Goolugatup Stage 1 Yarning Circle and Surrounds

Name	Cr J Edinger
Nature of interest	Financial Interest
Item description	Leave

C24/164 Consideration and Adoption of 2024-2025 Budget – Amendment only

Name	Cr T Lee
Nature of interest	Financial Interest
Item description	Leave

5.2 Disclosure of Interest that may cause a Conflict

Under 22 *Local Government (Model Code of Conduct) Regulations 2021* or a City of Melville Code of Conduct)

Nil.

6 PUBLIC QUESTION TIME

At 6:35pm the Presiding Member opened Public Question Time.

6.1 Questions Received with Notice

6.1.1 Ms P Samson, Applecross

Question 1:

Heathcote Hospital was nearly sold off for housing because it was prime real estate. Luckily, reason prevailed and a wonderful children's playground was created instead. As a mother of a toddler with a disability, I will be forever grateful that we were able to visit Heathcote nearly every afternoon for many years. By contrast, there are children in The Esplanade/Mt Pleasant/Canning Bridge area that are now at high school and they have never had access to a park within 400m or 5 minutes walk from home.

On what date are the parents and children in the Mt Pleasant Canning Bridge area going to have a park within 400m or 5 minutes walk?

Response 1:

The City is not in a position to provide a date related to this question as it is dependent on future decisions of Council. The City is proposing to review its Public Open Space Strategy (refer to UP24/38 Public Open Space Strategy Scoping Report in the 18 June Ordinary Meeting of Council) and will be in a better position to understand the future needs and provision of Public Open Space in the City of Melville to help inform investment decisions.

6.1.2 Mr T Brenz-Verca, Attadale

Question 1:

Why has the master plan for Attadale foreshore park and Troy Park Development not progressed?

Response 1:

The City is implementing the short-term priorities associated with the Attadale Alfred Cove Foreshore Master Plan and has completed the following:

- Supporting the establishment of the Melville Bird Sanctuary through various activities including the provision of signage and installation of bird viewing platform at Point Waylen
- The removal of damaged path along the Attadale Bush Reserve and revegetation of this area using native foreshore species
- Concept design and cost estimate for boardwalk through the Attadale Bush Reserve in preparation for grant funding applications for construction
- Completion of multi-use courts at Dyoondalup Point Walter Reserve to accommodate Attadale Netball Club and enable the re-purposing of the existing netball courts for parking
- Completion of a Layout Plan for the Atwell Arts and Melville Bowling Club precinct

The City is also planning to upgrade the Troy Park changerooms and clubroom and is in the process of developing concept plans, with detailed planning and construction planned for the latter part of 2024-2025 and 2025-2026.

6.1.3 Mr M Fitzgibbon, MelvillePreamble for Questions 1 to 2

Agenda item 14.2 Corporate Business Plan Review 2024. Creation of Road Safety Management Plan- In Progress-Behind Schedule. Will be completed late 2024.

Question 1:

Will this important plan be available on the City Website for viewing by resident/ratepayers?

Response 1:

Yes. The City's Road Safety Management Plan will be available to the public and uploaded to the City's website when completed.

Question 2:

Will this important plan like Main Roads (ROSMA) Road Safety Management Plan "Policy," have the oversight of the Council via the formulation of a "Council Policy" to reflect the Council's recognition of the importance of having a Road Safety Policy for which they are accountable to residents and ratepayers

Response 2:

Yes. The City is planning to prepare a Road Safety Policy alongside the Road Safety Management Plan.

6.2 Questions Received at the Meeting**6.2.1 Ms S Flis, Applecross**Question 1:

There is reference in the State government's operational policy - draft planning for public open space - June 2023- to a fund of developer contributions made in lieu of public open space provision within developments. Does such a reserve account exist for the Canning Bridge Precinct Development ? Is this under WAPC or council control and what is the balance?

Response 1:

This question was taken on notice and a response will be provided in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 16 July 2024.

Question 2:

Why can't the climate action reserve fund which is accumulating at one percent of rates per year and currently sitting at slightly more than \$7 million in value, why can this fund not be used to fund a portion of the POS given that negating the heat is effect is 'climate action'?

Response 2:

This question was taken on notice and a response will be provided in the agenda for the Ordinary Meeting of Council to be held on Tuesday, 16 July 2024.

6.3 Questions Taken on Notice at Previous Meeting

6.3.1 Mr G Wieland, Bicton

As per the minutes of the Ordinary Meeting of Council (OMC) held on 21 May 2024, the following question was taken on notice with the advice a response would be provided in the agenda for the OMC to be held on 18 June 2024, as below.

Preamble:

This question relates to the Ordinary Meeting of Council Item E24/29 Public Open Space The Esplanade Mt Pleasant.

Question 1:

If both The Esplanade and Moreau Mews City land investments are converted into Public Open Space, what would the approximate increase be, required on residential rates per year to recoup the combined capital losses on land, yearly lease income losses, rate losses, plus the initial capital to construct parks(s) and yearly park maintenance?

Response 1:

- Based on a late item report presented to the 18 April 2024 on the Canning Bridge Public Open Space Analysis Report (UP/4033), it was estimated that the combined lease revenue potential (excluding rates) based on 100% POS was \$500,000 per year for The Esplanade and \$780,972 for Moreau Mews.
- Rates income per annum based on commercial rates for 100% of the Esplanade and 50% of Moreau Mews would be in the order of \$333,450 per annum.
- The estimated capital cost of The Esplanade Park was \$1.7 million, with an \$80,000 annual maintenance allowance. Based on some preliminary discussions and an extrapolation of The Esplanade Park estimation, it is anticipated the Moreau Mews Town Centre would have a capital cost of approximately \$5 million, depending on the final design, with an annual maintenance allowance in the vicinity of \$300,000.
- The combined capital cost of constructing a park at The Esplanade and Moreau Mews is estimated at \$6.7 million which would represent 6.2% of annual rates for the "City". The annual opportunity cost of potential lease and estimated rates income if these sites were to be developed would equate to approximately \$1.6 million which represents 1.5% of annual rates for the "City".

6.3.2 Ms P Samson, Applecross

As per the minutes of the Ordinary Meeting of Council (OMC) held on 21 May 2024, the following question was taken on notice with the advice a response would be provided in the agenda for the OMC to be held on 18 June 2024, as below.

Question 1:

Considering the Canning Bridge Activity Plan Executive Summary states that there will be 4,000 dwellings in the Canning Bridge Precinct by 2031, what will be the annual rates revenue to the City of Melville by 2031 from the Canning Bridge Precinct?

Response 1:

Assuming the 4000 dwellings in the Canning Bridge precinct is realised by 2031, the anticipated rates income in 2031 would be in the order of ~11.6 million dollars based on an averaging of current rates with an indexation for future inflation.

6.3.3 Mr M Danswan, Bull Creek

As per the minutes of the Ordinary Meeting of Council (OMC) held on 21 May 2024, the following question was taken on notice with the advice a response would be provided in the agenda for the OMC to be held on 18 June 2024, as below.

Question 1:

What is the number of people that responded to the original traffic request versus the number that signed the petition, and what is the representation of the number of people that signed the initial request, versus the number of households that you sent it to?

Response 1:

A total of 147 letters were sent to residents along Wheatley Drive and surrounding streets in the first phase of consultation in April 2021, with a total of 9 responses.

On the second phase of the consultation a total of 147 letter were sent to residents along Wheatley Drive and surrounding streets in March 2023, based on four options being considered, and a total of 53 responses were received.

The petition included 213 signatures.

At 6:41pm the Presiding Member closed Public Question Time.

7 AWARDS AND PRESENTATIONS

Nil.

8 APPLICATIONS FOR NEW LEAVES OF ABSENCE

8.1 Leave of Absence - June 2024

COUNCIL RESOLUTION

At 6:42pm Cr C Ross moved, seconded Cr M Woodall

That the leave requests received from Cr J Edinger, Cr D Lim and Cr K Wheatland in June 2024 are approved.

At 6:42pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

9 CONFIRMATION OF MINUTES

9.1 Ordinary Meeting of the Council – 21 May 2024

COUNCIL RESOLUTION

At 6:42pm Cr D Lim moved, seconded Cr K Wheatland

That the minutes of Ordinary Meeting of Council held on 21 May 2024 be confirmed as a true and accurate record.

At 6:42pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

9.2 Notes of Agenda Briefing Forum – 11 June 2024

COUNCIL RESOLUTION

At 6:43pm Cr C Ross moved, seconded Cr D Lim

That the notes of the Agenda Briefing Forum held on 11 June 2024 be confirmed as a true and accurate record.

At 6:43pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

10 NEW BUSINESS OF AN URGENT NATURE

Nil.

11 IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED

That the meeting may close to members of the public, if required, to allow for items with attachments deemed confidential in accordance with Section 5.23(c) of the *Local Government Act 1995* to be discussed behind closed doors.

The following items were identified as containing confidential attachments:

- C24/163 RFT232420 - Construction of Goolugatup Stage 1 Yarning Circle and Surrounds
- E24/38 RFT232414 Supply of In-Situ Concrete

12 PETITIONS

12.1 Petition - Troy Park Reserve Sports Pavilion

A petition signed by 111 residents and 38 non-residents was received by the City of Melville on 17 June 2024 from Mr B Calcei of Attadale. The petition reads as follows:

"We the undersigned, all being electors of the City of Melville, respectfully request that the Council:

The proposed TROY PARK RESERVE SPORTS PAVILION have 4 change rooms to allow for both male and female use.

We request that the FLOOR PLAN – NEW BUILD OPTION (project no. 05.23, 5 May 2024, prepared by Hodge Collard Preston Architects for the City of Melville) be amended from showing: 2 change rooms to 4 change rooms.

Reasons in support:

- *Ensure delivery of female friendly built environment and equitable facility usage.*
- *Follow good governance principles with respect to gender balance.*
- *Continue to encourage increased female participation in sport."*

COUNCIL RESOLUTION (12.1)

At 6:44pm Cr G Barber moved, seconded Cr J Edinger

That the Council acknowledge the petition and requests the CEO prepare a report on the matters raised for the Ordinary Meeting of Council to be held on 20 August 2024.

At 6:44pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

CONFIRMED

13 ADOPTION OF RECOMMENDATIONS EN BLOC**COUNCIL RESOLUTION**

At 6:44pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the recommendations for:

- **M24/37 - Corporate Business Plan 2020-2024 Report and Annual Review**
- **C24/158 - CP-099 Risk Management Policy Review**
- **C24/159 - Investment Statements for April 2024**
- **C24/160 - Schedule of Accounts Paid for April 2024**
- **C24/162 - Common Seal June 2024**
- **CD24/23 - Deferred Consideration of Netball and Multi Use Indoor and Outdoor Courts Needs Assessment**

be carried En bloc

At 6:45pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

14 REPORTS**14.1 Reports from Committees**

Nil.

14.2 Reports of the Chief Executive Officer

Items Brought Forward

At 6:45pm, the Presiding Member brought forward item C24/164 Consideration and Adoption of the 2024-2025 Budget for the convenience of staff attending the meeting.

C24/164 Consideration and Adoption of the 2024-2025 Budget

File Number:	
Responsible Officer:	Chief Executive Officer
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	Elected Members and officers are property owners / ratepayers in the City of Melville; however, this is an exempt interest in accordance with Section 5.63 (1) (a) & (b) of the Local Government Act 1995.
Attachments:	1. Rate Payer Profile 2024-2025 2. Submissions Report - Differential Rates 2024-2025 3. Municipal Fund Budget 2024-2025 4. Capital Works Program 2024-2025

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- The 2024-2025 Budget document (including the Schedule of Fees and Charges) is presented for consideration and adoption by the Council.
- There is an increase of 4.5% to the Rate in the Dollar and Minimum rate for all rating categories when compared to 2023-2024.
- The Budget contains increases in operating costs for employment of \$4.6 million (7.5%), for materials and contracts of \$2.8 million (7.6%), increases in operating revenues from general rates of \$5.3 million (5.2%), fees and charges of \$1.6 million (11%) when compared to the previous year's budget.
- The Budget provides for a \$69.9 million investment in the City's assets, including an estimated carry forward of \$16.4 million from 2023-2024. The majority of this investment is funded from the City's reserves and capital grants, subsidies and contributions.
- The City's financial principles have been reviewed during a series of Corporate Planning/Budget workshops held in 2024 with Elected Members. These workshops have informed the 2024-2025 Annual Budget as well as the update of the Corporate Business Plan and Long-Term Financial Model.

OFFICER RECOMMENDATION

At 6:46pm Cr T Fitzgerald moved, seconded Cr N Robins

That the Council notes:

- 1. The 2024-2025 Ratepayer Profile as detailed in Ratepayer Profile 2024-2025 (Attachment 1).**
- 2. The submissions received in respect of the differential rates in relation to the proposed rate and minimum payment as detailed in the Submissions Report – Differential Rates 2024-2025 (Attachment 2).**

That the Council adopts by Absolute Majority Decision:

- 3.1 The 2024-2025 Municipal Fund Budget as detailed in the Municipal Fund Budget 2024-2025 (Attachment 3).**
- 3.2 The 2024-2025 Capital Works Program which includes only the cash requirement of the program for the 2024-2025 year. The estimated future cash requirement to which the Council is committed as a result of adopting the capital works program is detailed in the Capital Works Program 2024-2025 (Attachment 4).**
- 3.3 The following Rates applicable to the 2024-2025 financial year i.e. for the period 1 July 2024 to 30 June 2025:**
 - a. All Improved and Unimproved Residential Land**
7.325134 cents in the dollar of gross rental value applicable to each property, residence, unit, strata, location or other residential property subject to a minimum rate of \$1,434.42 per assessment; noting that Residential Land includes general residential, duplex, multi-unit, residential strata properties and Department of Housing properties.
 - b. All Commercial Land including Strata Storage Units**
9.024597 cents in the dollar of gross rental value applicable to each assessment, lot, location, strata, or other piece of land subject to a minimum rate of \$1,162.98 per assessment; noting that Commercial/Industrial land includes general industrial, commercial including retail, professional and office uses, service station, hotel / tavern, strata storage units and hospitals.
- 3.4 The following Rates Concessions for the 2024-20245 financial year:**
 - a. Strata storage units - Appropriately zoned and used strata titled storage units of 18m2 or smaller, granted a concession of \$581.50 each, it being noted that the total value of this concession is approximately \$33,145.**
 - b. Melville Glades Golf Club - 100% concession from general rates, it being noted that the value of this concession amounts to approximately \$14,688.**
- 3.5 The following Refuse Waste Charges, for the 2024-2025 financial year where these services are charged via the City of Melville rates system/notice:**
 - a. Additional Residential Waste, FOGO and Recycling Service.**

i.	Domestic waste 140L bin	\$207.00 per annum
ii.	Domestic waste 240L bin	\$352.90 per annum
iii.	Domestic recycling bin	\$136.30 per annum
iv.	FOGO 240L bin	\$207.00 per annum
b.	Residential Non-Rateable Properties Waste, FOGO and Recycling service One standard domestic refuse service.	\$470.70 per annum
c.	Commercial and Non-Rateable (Non Residential) Waste Service.	
i.	240L capacity bin	\$639.50 per annum
ii.	660L capacity bin (inc.GST)	\$29.60 per service
iii.	1,100L capacity bin (inc. GST)	\$41.80 per service
d.	Commercial and Non-Rateable (Non-Residential) Recycling Services	
i.	240L capacity bin	\$627.00 per annum
ii.	660L capacity bin (inc. GST)	\$26.90 per service
iii.	1,100L capacity bin (inc. GST)	\$35.40 per service
e.	Commercial Bin Services	
i.	One mobile FOGO bin of 240L capacity (Inc. of GST)	\$11.65 per service
ii.	One mobile garbage bin of 240L capacity (inc. GST)	\$12.30 per service
iii.	One recycling bin of 240L capacity (inc. GST)	\$12.10 per service

Note: - Additional residential services are collected during the standard collection round. A service is rendered each time a bin is emptied. Only bins provided, or approved by, the City of Melville will be collected.

3.6 The Swimming Pool Inspection Fee of \$51.00 for the 2024-2025 year.

Note: - The Swimming Pool Inspection Fee is charged in each year of the four yearly inspection cycle. Should the total revenue raised exceed the actual total costs of conducting all pool inspections in any one year the surplus is transferred to a restricted reserve account and used to offset the costs of inspections in the following year's budget.

3.7 The Property Surveillance and Security Charge of \$62.00 for the 2024-2025 year.

4. The following rates incentives to be offered to those ratepayers who pay their rates according to the terms outlined below.

Three prizes of \$1,000 in cash donated from Westpac and a 12-month LeisureFit membership for anyone who pays in full or the 1st instalment by the due date using any payment method.

5. The 2024-2025 Loan Fund Budget which includes self-supporting loans raised on behalf of other organisations that are responsible for meeting the loan repayment costs, and for which the Council is effectively the guarantor, as detailed in the

Municipal Fund Budget 2024-2025 (Attachment 3).

6. **The 2024-2025 Reserve Accounts (Fund) Budget as detailed below for the following reserve accounts and purposes:**
- a. **Melville South Underground Power & Streetscape Enhancement Reserve**
To be used for underground power projects and streetscape enhancements in the Melville South Underground Power project area.
 - b. **Civic Centre Precinct Improvements Reserve**
To be used for improvements to the buildings and associated landscaping and car parking located within the Civic Centre Precinct (Melville City Centre).
 - c. **Commercial Refuse Reserve**
To be used for the acquisition, replacement or upgrade of commercial refuse bins, vehicles, plant and equipment used for commercial waste operations and the development of commercial waste collection opportunities and to meet any shortfalls in the Refuse Facilities Reserve.
 - d. **Community Facilities Reserve**
To be used for the provision of new, renewed or upgraded community facilities/buildings.
 - e. **Community Centre Fit Out, Furniture and Equipment Reserve**
To be used to fund the acquisition and replacement of the fitouts, furniture and specialised equipment requirements for the community centres and multipurpose rooms at venues owned by the City of Melville.
 - f. **Community Surveillance and Security Service Reserve**
To temporarily retain any surpluses that may arise from the Property Surveillance and Security Service Charge to be used to offset future years Property Surveillance and Security Service Charges or for the purchase of plant and equipment or upgrade of vehicles used for community surveillance and security services.
 - g. **Fleet Services Vehicles, Plant and Equipment Replacement Reserve**
To be used to fund the purchase of replacement vehicles, plant and equipment.
 - h. **Funds in lieu of Development on Public Open Space Reserve**
Maintained for the purpose of retaining and using funds in accordance with section 154 (2) of the Planning and Development Act 2005.
 - i. **Information Technology Reserve**
To be used to fund the acquisition and replacement of computer software, information technology hardware and costs of utilisation of service based and emerging technologies.
 - j. **Infrastructure Asset Management Reserve**
To be used to fund infrastructure asset management projects including the construction, maintenance and renewal of the City of Melville's road, path, kerbing, street furniture, park structures, playground, irrigation/reticulation and drainage infrastructure assets.
 - k. **Land and Property Reserve To be used to:**
 - i. fund the acquisition or construction of commercial revenue earning land and/or buildings, or
 - ii. fund the acquisition of land and buildings in structure plan areas to help

encourage the redevelopment of those structure plan areas by assembling developable land parcels and fund with Council approval infrastructure and other developments in line with structure plan principles; or

iii. internally fund the purchase or construction of City of Melville community facilities or infrastructure assets, on the basis that those funds will be returned to the Land and Property Reserve over a predetermined period of time with interest, with the interest rate being set at what would have been charged by the Western Australian Treasury Corporation for the term of the borrowing using the Semi-Annual Annuity interest rate.

l. Leave Entitlements Reserve

To be used to fund the non-current liability amount of annual, sick and long service leave entitlements accrued in previous financial years beyond the amount provided for in the Provision for Leave current liability account.

m. Libraries, Art Centres and Museums Equipment, Furniture and Specialised Fit Out Reserve

To be used to fund the acquisition and replacement of the fit outs, furniture and specialised equipment for art centres, museums and libraries.

n. New/Upgrade Works Reserve (previously Future Works Reserve)

To be used to fund the "New" and "Upgrade" components of the costs of Infrastructure Capital Works and Buildings as opposed to renewal of existing assets as per Asset Management Plans.

o. Organisational Environmental Sustainability Initiatives Reserve

To be used to fund environmental initiatives which are intended to reduce the energy usage and/or carbon footprint of the corporation of the City of Melville or for debt servicing costs associated with any loan borrowings taken out for such purposes.

p. Parking Facilities Reserve

To be used to fund the provision, refurbishment or improvement of parking facilities and equipment.

q. Parking Management Reserve – Canning Bridge Activity Centre

To fund public place improvement, business improvement, place activation and encourage a safer, more active and vibrant community and business precinct, through a place-based grant program at the discretion of an internal assessment committee.

r. Parking Management Reserve - Riseley Activity Centre

To fund public transport, car parking, streetscape upgrades that improve opportunities for walking and cycling, footpaths and other pedestrian-related infrastructure, cycle paths and other cycling-related infrastructure, street trees, plants and landscaping that improves pedestrian amenity and/or Travelsmart programs and initiatives at the Riseley Activity Centre, or as per the discretion of the Council under the advice of a Parking Fund Advisory Committee.

s. Private Swimming Pool Inspection Fee Reserve

To temporarily retain any surpluses that may arise from the Swimming Pool Inspection fees to be used to offset any deficits that may occur in future year's operations of the Private Swimming Pools Inspection Program.

t. Public Open Space and Urban Forest Reserve

To be used to fund the purchase, development and re-development of public open spaces, including streetscapes, bushlands, parks and reserves and to fund

initiatives to enhance and improve the urban forest or for debt servicing costs associated with any loan borrowings taken out for such purposes.

u. Rates Equalisation and Contingency Reserve

To temporarily retain any surplus carried forward funds as shown in the audited Annual Financial Report Rate Setting Statement in excess of the estimated surplus funds brought forward amount identified in the following years Annual Budget Rate Setting Statement to subsequently be used to reduce the need to raise rates in future years or to meet any budget shortfalls identified during budget reviews including expenditure on unbudgeted contingencies.

v. Recreation Centres Specialised Plant, Equipment and Structures Reserve

To be used to fund the acquisition, repair, upgrade and replacement of Recreation Centres specialised plant, equipment and structures.

w. Refuse Bins Reserve

To be used for the purchase and replacement of any non-commercial refuse, recycling or Food Organics Garden Organics bins or receptacles.

x. Refuse Facilities Reserve

To be used for payments relating to the establishment, operation and decommissioning of waste management facilities, funding associated costs and liabilities, and the cost of landscaping, environmental and rehabilitation works of former refuse tip sites operated or funded by the City of Melville. The reserve is also used for any additional waste collection, management and disposal costs of waste associated with storm, disaster or major pollution events.

y. Risk Management and Insurance Equalisation Reserve

To be used to fund prior years insurance premium contingencies, the self-insured element of insurance claims, risk reduction initiatives or projects, losses arising from investment activities and discretionary expenditure required as a consequence of unforeseen events beyond the control of the City.

z. Special Projects Reserve

To be used to fund costs associated with City of Melville Council Elections, infrastructure asset condition surveys, asset valuations and gross rental value revaluations and strategic planning projects.

aa. Unexpended Works and Specific Purpose Grants Reserve

To be used to carry forward available funding for uncompleted projects and specific purpose grants that will be completed and expended in ensuing financial years.

7. The 2024-2025 Schedule of Fees and Charges, included in the Municipal Fund Budget 2024-2025 (Attachment 3) and approves the fees to be applicable from 1 July 2024 (in accordance with Section 6.16 of the Local Government Act 1995).

8. The following due dates for payment of rates and the instalment due dates (in accordance with Section 6.45 of the Local Government Act 1995 and applicable Regulations).

Full payment and 1st instalment due date	29 August 2024
2nd Instalment due date	28 October 2024
3rd Instalment due date	3 January 2025

4th and final instalment due date**6 March 2025**

9. That the Council Approves by Absolute Majority Decision the one-off transfer of:
- a. \$10,000,000 from the Land and Property Reserve to the Community Facilities reserve as detailed in Municipal Fund Budget 2024-2025 (Attachment 3).
 - b. \$3,000,000 from the Land and Property Reserve to the New/Upgrade Works reserve as detailed in Municipal Fund Budget 2024-2025 (Attachment 3).
10. The transfer of any net closing surplus for the completed 2023-2024 financial year to the Rates Equalisation Reserve, noting that the final actual net closing surplus/deficit will be determined following receipt of the 2023-2024 audited financial statements.
11. The following Administration and Interest Charge for Rates and Services Charges
- a. where a property owner has elected to, and is adhering to, paying rates and service charges through an instalment program, no instalment administration charges and an instalment interest charge of 2% per annum, as provided for in Section 6.45 of the Local Government Act 1995.
 - b. an interest charge of 3.5% on all rates and service charges including the refuse charge, swimming pool inspection fee, property surveillance and security service charge, underground power and streetscape service charges or specified area rates that are not paid by the due date, as provided for in Section 6.51 of the Local Government Act 1995.
12. The following Interest Charge on Money Owing to Local Government
- a. in accordance with Section 6.13 of the Local Government Act 1995, the maximum interest charge permitted under the Local Government (Financial Management) Regulations 1996 on all outstanding accounts in respect to commercial activities with such interest commencing thirty-five days after the date which is stated on the account for payment.
 - b. in accordance with Section 6.13 of the Local Government Act 1995, 50% of the maximum interest charge permitted under the Local Government (Financial Management) Regulations 1996 on all outstanding accounts in respect to community clubs and organisations sixty days after the date which is stated on the account for payment.
 - c. the interest charges outlined in recommendations 1 and 2 will not apply where the account outstanding is \$50.00 or less.
 - d. the Chief Executive Officer be granted delegated authority to determine which category a particular debt falls within.
13. That all Elected Members allowances and sitting fees be paid at the maximum rate as determined by the Salaries and Allowances Tribunal.

That the Council resolves:

14. That all Elected Members and staff of the City of Melville be ineligible to be chosen as a winner of the rate payment incentive prizes either as a sole or part owner of any property.

15. The level to be used in statements of financial activity in the year 2024-2025 for reporting material variances, be 10% or \$100,000, whichever is the greater, in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

At 6:39pm, Ms M Pickering joined the meeting electronically.

Amendment

COUNCIL RESOLUTION

At 6:45pm Cr M Woodall moved, seconded Cr S Green

That the officer recommendation be amended by including the words “in its Determination No 1 of 2023.” after the words “13. That all Elected Members allowances and sitting fees be paid at the maximum rate as determined by the Salaries and Allowances Tribunal” to read:

“13. That all Elected Members allowances and sitting fees be paid at the maximum rate as determined by the Salaries and Allowances Tribunal in its Determination No 1 of 2023.”

At 7:00pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (8/5)

- Yes (8): Crs Tomas Fitzgerald, Nicole Robins, Clive Ross, Jennifer Spanbroek, Matthew Woodall, Soo Hong, Scott Green and Terry Lee
- No (5): Mayor Katy Mair, Crs Glynis Barber, Jane Edinger, Karen Wheatland and Daniel Lim

7:01pm
18/06/2024

Cr T Lee having disclosed a financial interest in Cr C Ross' Amendment (detailed in Item 5) left the meeting.

At 7:01 pm, Cr K Wheatland left the meeting.

At 7:03 pm, Cr K Wheatland returned to the meeting.

Amendment

COUNCIL RESOLUTION

At 7:00pm Cr C Ross moved, seconded Cr J Edinger

That point 3.2 be amended by including after the words “... program for the 2024-2025 year” the following:

“, subject to an amendment to defer the Attadale Boardwalk project listed in Attachment 4 and allocating a \$500,000 budget for 13 The Esplanade Public Open Space project to facilitate the City obtaining grant funding and to undertake preliminary work commencing immediately at the beginning of the 2024-2025 financial year.

At 7:27pm, during discussion and debate, the mover withdrew his support for the motion.

At 7:32pm, Cr J Spanbroek left the meeting.

Amendment

COUNCIL RESOLUTION

At 7:32pm Cr G Barber moved, seconded Cr J Edinger

That point 3.2 be amended by including after the words "... program for the 2024-2025 year" the following:

“, subject to an amendment to defer the Attadale Boardwalk project listed in Attachment 4 and allocating a \$500,000 budget for 13 The Esplanade Public Open Space project to facilitate the City obtaining grant funding and to undertake preliminary work commencing immediately at the beginning of the 2024-2025 financial year.

At 7:35pm, Cr J Spanbroek returned to the meeting.

At 7:39pm, Cr G Barber left the meeting.

At 7:40pm, Cr G Barber returned to the meeting.

At 7:43pm, Ms M Smith Poulton left the meeting.

At 7:44pm, the mover and seconder consented to include the words *“The City will not be able to undertake any site, construction or POS development capital works unless a suitable grant is successfully received that makes it feasible to proceed with this project.”* as a new paragraph, with the amendment to read:

“That point 3.2 be amended by including after the words "... program for the 2024-2025 year" the following:

“, subject to an amendment to defer the Attadale Boardwalk project listed in Attachment 4 and allocating a \$500,000 budget for 13 The Esplanade Public Open Space project to facilitate the City obtaining grant funding and to undertake preliminary work commencing immediately at the beginning of the 2024-2025 financial year.

The City will not be able to undertake any site, construction or POS development capital works unless a suitable grant is successfully received that makes it feasible to proceed with this project.””

At 7:46pm, Ms M Smith Poulton returned to the meeting.

At 7:46pm, Ms N Wu left the meeting.

At 7:47pm, Ms N Wu returned to the meeting.

At 7:52pm, Mr P Varelis left the meeting.

At 7:58pm, Mr P Varelis returned to the meeting.

Amendment**COUNCIL RESOLUTION**

At 7:32pm Cr G Barber moved, seconded Cr J Edinger

That point 3.2 be amended by including after the words "... program for the 2024-2025 year" the following:

" , subject to an amendment to defer the Attadale Boardwalk project listed in Attachment 4 and allocating a \$500,000 budget for 13 The Esplanade Public Open Space project to facilitate the City obtaining grant funding and to undertake preliminary work commencing immediately at the beginning of the 2024-2025 financial year.

The City will not be able to undertake any site, construction or POS development capital works unless a suitable grant is successfully received that makes it feasible to proceed with this project."

At 8:14pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (10/2)

Yes (10): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Jane Edinger, Clive Ross, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Daniel Lim and Soo Hong

No (2): Crs Nicole Robins and Scott Green

At 8:17 pm, Cr S Hong left the meeting.

At 8:17 pm, Cr G Barber left the meeting.

At 8:17pm, Cr M Woodall left the meeting.

At 8:18 pm, Cr M Woodall returned to the meeting.

At 8:18 pm, Cr T Lee returned to the meeting.

At 8:18 pm, Cr G Barber returned to the meeting.

At 8:19 pm, Cr S Hong returned to the meeting.

Substantive Motion as Amended**COUNCIL RESOLUTION (C24/164)**

At 6:44pm Cr T Fitzgerald moved, seconded Cr N Robins

That the Council notes:

- 1. The 2024-2025 Ratepayer Profile as detailed in Ratepayer Profile 2024-2025 (Attachment 1).**
- 2. The submissions received in respect of the differential rates in relation to the proposed rate and minimum payment as detailed in the Submissions Report – Differential Rates 2024-2025 (Attachment 2).**

That the Council adopts by Absolute Majority Decision:

3.1 The 2024-2025 Municipal Fund Budget as detailed in the Municipal Fund Budget 2024-2025 (Attachment 3).

3.2 The 2024-2025 Capital Works Program which includes only the cash requirement of the program for the 2024-2025 year, subject to an amendment to defer the Attadale Boardwalk project listed in Attachment 4 and allocating a \$500,000 budget for 13 The Esplanade Public Open Space project to facilitate the City obtaining grant funding and to undertake preliminary work commencing immediately in the 2024-2025 financial year. The estimated future cash requirement to which the Council is committed as a result of adopting the capital works program is detailed in the Capital Works Program 2024-2025 (Attachment 4).

The City will not be able to undertake any site, construction or POS development capital works unless a suitable grant is successfully received that makes it feasible to proceed with this project.

3.3 The following Rates applicable to the 2024-2025 financial year i.e. for the period 1 July 2024 to 30 June 2025:

a. All Improved and Unimproved Residential Land

7.325134 cents in the dollar of gross rental value applicable to each property, residence, unit, strata, location or other residential property subject to a minimum rate of \$1,434.42 per assessment; noting that Residential Land includes general residential, duplex, multi-unit, residential strata properties and Department of Housing properties.

b. All Commercial Land including Strata Storage Units

9.024597 cents in the dollar of gross rental value applicable to each assessment, lot, location, strata, or other piece of land subject to a minimum rate of \$1,162.98 per assessment; noting that Commercial/Industrial land includes general industrial, commercial including retail, professional and office uses, service station, hotel / tavern, strata storage units and hospitals.

3.4 The following Rates Concessions for the 2024-20245 financial year:

a. Strata storage units - Appropriately zoned and used strata titled storage units of 18m2 or smaller, granted a concession of \$581.50 each, it being noted that the total value of this concession is approximately \$33,145.

b. Melville Glades Golf Club - 100% concession from general rates, it being noted that the value of this concession amounts to approximately \$14,688.

3.5 The following Refuse Waste Charges, for the 2024-2025 financial year where these services are charged via the City of Melville rates system/notice:

a. Additional Residential Waste, FOGO and Recycling Service.

i. Domestic waste 140L bin	\$207.00 per annum
ii. Domestic waste 240L bin	\$352.90 per annum
iii. Domestic recycling bin	\$136.30 per annum
iv. FOGO 240L bin	\$207.00 per annum

- b. Residential Non-Rateable Properties Waste, FOGO and Recycling service One standard domestic refuse service. \$470.70 per annum**
- c. Commercial and Non-Rateable (Non Residential) Waste Service.**
 - i. 240L capacity bin \$639.50 per annum**
 - ii. 660L capacity bin (inc.GST) \$29.60 per service**
 - iii. 1,100L capacity bin (inc. GST) \$41.80 per service**
- d. Commercial and Non-Rateable (Non-Residential) Recycling Services**
 - i. 240L capacity bin \$627.00 per annum**
 - ii. 660L capacity bin (inc. GST) \$26.90 per service**
 - iii. 1,100L capacity bin (inc. GST) \$35.40 per service**
- e. Commercial Bin Services**
 - i. One mobile FOGO bin of 240L capacity \$11.65 per service (Inc. of GST)**
 - ii. One mobile garbage bin of 240L capacity \$12.30 per service (inc. GST)**
 - iii. One recycling bin of 240L capacity \$12.10 per service (inc. GST)**

Note: - Additional residential services are collected during the standard collection round. A service is rendered each time a bin is emptied. Only bins provided, or approved by, the City of Melville will be collected.

3.6 The Swimming Pool Inspection Fee of \$51.00 for the 2024-2025 year.

Note: - The Swimming Pool Inspection Fee is charged in each year of the four yearly inspection cycle. Should the total revenue raised exceed the actual total costs of conducting all pool inspections in any one year the surplus is transferred to a restricted reserve account and used to offset the costs of inspections in the following year's budget.

3.7 The Property Surveillance and Security Charge of \$62.00 for the 2024-2025 year.

- 4. The following rates incentives to be offered to those ratepayers who pay their rates according to the terms outlined below.**

Three prizes of \$1,000 in cash donated from Westpac and a 12-month LeisureFit membership for anyone who pays in full or the 1st instalment by the due date using any payment method.

- 5. The 2024-2025 Loan Fund Budget which includes self-supporting loans raised on behalf of other organisations that are responsible for meeting the loan repayment costs, and for which the Council is effectively the guarantor, as detailed in the Municipal Fund Budget 2024-2025 (Attachment 3).**

- 6. The 2024-2025 Reserve Accounts (Fund) Budget as detailed below for the following reserve accounts and purposes:**
- a. Melville South Underground Power & Streetscape Enhancement Reserve**
To be used for underground power projects and streetscape enhancements in the Melville South Underground Power project area.
 - b. Civic Centre Precinct Improvements Reserve**
To be used for improvements to the buildings and associated landscaping and car parking located within the Civic Centre Precinct (Melville City Centre).
 - c. Commercial Refuse Reserve**
To be used for the acquisition, replacement or upgrade of commercial refuse bins, vehicles, plant and equipment used for commercial waste operations and the development of commercial waste collection opportunities and to meet any shortfalls in the Refuse Facilities Reserve.
 - d. Community Facilities Reserve**
To be used for the provision of new, renewed or upgraded community facilities/buildings.
 - e. Community Centre Fit Out, Furniture and Equipment Reserve**
To be used to fund the acquisition and replacement of the fitouts, furniture and specialised equipment requirements for the community centres and multipurpose rooms at venues owned by the City of Melville.
 - f. Community Surveillance and Security Service Reserve**
To temporarily retain any surpluses that may arise from the Property Surveillance and Security Service Charge to be used to offset future years Property Surveillance and Security Service Charges or for the purchase of plant and equipment or upgrade of vehicles used for community surveillance and security services.
 - g. Fleet Services Vehicles, Plant and Equipment Replacement Reserve**
To be used to fund the purchase of replacement vehicles, plant and equipment.
 - h. Funds in lieu of Development on Public Open Space Reserve**
Maintained for the purpose of retaining and using funds in accordance with section 154 (2) of the Planning and Development Act 2005.
 - i. Information Technology Reserve**
To be used to fund the acquisition and replacement of computer software, information technology hardware and costs of utilisation of service based and emerging technologies.
 - j. Infrastructure Asset Management Reserve**
To be used to fund infrastructure asset management projects including the construction, maintenance and renewal of the City of Melville's road, path, kerbing, street furniture, park structures, playground, irrigation/reticulation and drainage infrastructure assets.
 - k. Land and Property Reserve To be used to:**
 - i. fund the acquisition or construction of commercial revenue earning land and/or buildings, or**
 - ii. fund the acquisition of land and buildings in structure plan areas to help encourage the redevelopment of those structure plan areas by assembling developable land parcels and fund with Council approval infrastructure and other developments in line with structure plan principles; or**

iii. internally fund the purchase or construction of City of Melville community facilities or infrastructure assets, on the basis that those funds will be returned to the Land and Property Reserve over a predetermined period of time with interest, with the interest rate being set at what would have been charged by the Western Australian Treasury Corporation for the term of the borrowing using the Semi-Annual Annuity interest rate.

l. Leave Entitlements Reserve

To be used to fund the non-current liability amount of annual, sick and long service leave entitlements accrued in previous financial years beyond the amount provided for in the Provision for Leave current liability account.

m. Libraries, Art Centres and Museums Equipment, Furniture and Specialised Fit Out Reserve

To be used to fund the acquisition and replacement of the fit outs, furniture and specialised equipment for art centres, museums and libraries.

n. New/Upgrade Works Reserve (previously Future Works Reserve)

To be used to fund the "New" and "Upgrade" components of the costs of Infrastructure Capital Works and Buildings as opposed to renewal of existing assets as per Asset Management Plans.

o. Organisational Environmental Sustainability Initiatives Reserve

To be used to fund environmental initiatives which are intended to reduce the energy usage and/or carbon footprint of the corporation of the City of Melville or for debt servicing costs associated with any loan borrowings taken out for such purposes.

p. Parking Facilities Reserve

To be used to fund the provision, refurbishment or improvement of parking facilities and equipment.

q. Parking Management Reserve – Canning Bridge Activity Centre

To fund public place improvement, business improvement, place activation and encourage a safer, more active and vibrant community and business precinct, through a place-based grant program at the discretion of an internal assessment committee.

r. Parking Management Reserve - Riseley Activity Centre

To fund public transport, car parking, streetscape upgrades that improve opportunities for walking and cycling, footpaths and other pedestrian-related infrastructure, cycle paths and other cycling-related infrastructure, street trees, plants and landscaping that improves pedestrian amenity and/or Travelsmart programs and initiatives at the Riseley Activity Centre, or as per the discretion of the Council under the advice of a Parking Fund Advisory Committee.

s. Private Swimming Pool Inspection Fee Reserve

To temporarily retain any surpluses that may arise from the Swimming Pool Inspection fees to be used to offset any deficits that may occur in future year's operations of the Private Swimming Pools Inspection Program.

t. Public Open Space and Urban Forest Reserve

To be used to fund the purchase, development and re-development of public open spaces, including streetscapes, bushlands, parks and reserves and to fund initiatives to enhance and improve the urban forest or for debt servicing costs associated with any loan borrowings taken out for such purposes.

u. Rates Equalisation and Contingency Reserve

To temporarily retain any surplus carried forward funds as shown in the audited Annual Financial Report Rate Setting Statement in excess of the estimated surplus funds brought forward amount identified in the following years Annual Budget Rate Setting Statement to subsequently be used to reduce the need to raise rates in future years or to meet any budget shortfalls identified during budget reviews including expenditure on unbudgeted contingencies.

v. Recreation Centres Specialised Plant, Equipment and Structures Reserve

To be used to fund the acquisition, repair, upgrade and replacement of Recreation Centres specialised plant, equipment and structures.

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To be used for the purchase and replacement of any non-commercial refuse, recycling or Food Organics Garden Organics bins or receptacles.

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To be used for payments relating to the establishment, operation and decommissioning of waste management facilities, funding associated costs and liabilities, and the cost of landscaping, environmental and rehabilitation works of former refuse tip sites operated or funded by the City of Melville. The reserve is also used for any additional waste collection, management and disposal costs of waste associated with storm, disaster or major pollution events.

y. Risk Management and Insurance Equalisation Reserve

To be used to fund prior years insurance premium contingencies, the self-insured element of insurance claims, risk reduction initiatives or projects, losses arising from investment activities and discretionary expenditure required as a consequence of unforeseen events beyond the control of the City.

z. Special Projects Reserve

To be used to fund costs associated with City of Melville Council Elections, infrastructure asset condition surveys, asset valuations and gross rental value revaluations and strategic planning projects.

aa. Unexpended Works and Specific Purpose Grants Reserve

To be used to carry forward available funding for uncompleted projects and specific purpose grants that will be completed and expended in ensuing financial years.

- 7. The 2024-2025 Schedule of Fees and Charges, included in the Municipal Fund Budget 2024-2025 (Attachment 3) and approves the fees to be applicable from 1 July 2024 (in accordance with Section 6.16 of the Local Government Act 1995).**

- 8. The following due dates for payment of rates and the instalment due dates (in accordance with Section 6.45 of the Local Government Act 1995 and applicable Regulations).**

Full payment and 1st instalment due date	29 August 2024
2nd Instalment due date	28 October 2024
3rd Instalment due date	3 January 2025
4th and final instalment due date	6 March 2025

9. That the Council Approves by Absolute Majority Decision the one-off transfer of:
 - a. \$10,000,000 from the Land and Property Reserve to the Community Facilities reserve as detailed in Municipal Fund Budget 2024-2025 (Attachment 3).
 - b. \$3,000,000 from the Land and Property Reserve to the New/Upgrade Works reserve as detailed in Municipal Fund Budget 2024-2025 (Attachment 3).
10. The transfer of any net closing surplus for the completed 2023-2024 financial year to the Rates Equalisation Reserve, noting that the final actual net closing surplus/deficit will be determined following receipt of the 2023-2024 audited financial statements.
11. The following Administration and Interest Charge for Rates and Services Charges
 - a. where a property owner has elected to, and is adhering to, paying rates and service charges through an instalment program, no instalment administration charges and an instalment interest charge of 2% per annum, as provided for in Section 6.45 of the Local Government Act 1995.
 - b. an interest charge of 3.5% on all rates and service charges including the refuse charge, swimming pool inspection fee, property surveillance and security service charge, underground power and streetscape service charges or specified area rates that are not paid by the due date, as provided for in Section 6.51 of the Local Government Act 1995.
12. The following Interest Charge on Money Owing to Local Government
 - a. in accordance with Section 6.13 of the Local Government Act 1995, the maximum interest charge permitted under the Local Government (Financial Management) Regulations 1996 on all outstanding accounts in respect to commercial activities with such interest commencing thirty-five days after the date which is stated on the account for payment.
 - b. in accordance with Section 6.13 of the Local Government Act 1995, 50% of the maximum interest charge permitted under the Local Government (Financial Management) Regulations 1996 on all outstanding accounts in respect to community clubs and organisations sixty days after the date which is stated on the account for payment.
 - c. the interest charges outlined in recommendations 1 and 2 will not apply where the account outstanding is \$50.00 or less.
 - d. the Chief Executive Officer be granted delegated authority to determine which category a particular debt falls within.
13. That all Elected Members allowances and sitting fees be paid at the maximum rate as determined by the Salaries and Allowances Tribunal in its Determination No 1 of 2023.

That the Council resolves:

14. That all Elected Members and staff of the City of Melville be ineligible to be chosen as a winner of the rate payment incentive prizes either as a sole or part owner of any property.

15. The level to be used in statements of financial activity in the year 2024-2025 for reporting material variances, be 10% or \$100,000, whichever is the greater, in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

At 8:34pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (10/3)

Yes (10): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Jane Edinger, Nicole Robins, Karen Wheatland, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (3): Crs Clive Ross, Jennifer Spanbroek and Matthew Woodall

PURPOSE

In accordance with the principles expressed in Council Policy CP-008 Financial Sustainability Forward Financial Planning and Funding Allocation and other relevant Council Policies, the Budget has been drafted with the long-term view of the needs of the City and its residents in mind.

In accordance with Section 6.2 of the *Local Government Act 1995*, the Budget is recommended to the Council for adoption by Absolute Majority Decision.

The following matters require a decision by Absolute Majority as per the requirements of the *Local Government Act 1995* regarding the Budget process:

- Adoption of the Annual Budget.
- Granting of discount or other incentives for early payment.
- Granting of any concessions on rates.
- Setting the penalty interest rates on outstanding debts.
- Imposing any fees or charges for goods or services other than a service for which a service charge is imposed.
- Imposing the General Rate and Differential Rates on rateable land in the district.
- Imposing a service charge e.g. Property Surveillance and Security Services and Underground Power network and connection charges.

STRATEGIC ALIGNMENT

Priority	5	Ensure long term financial sustainability
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/3	Identify opportunities for appropriate alternative revenue streams.
Outcome Indicator	2	Growth and Prosperity
	Goal 1	Achieve Economic Resilience

BACKGROUND

The City of Melville is required to prepare an Annual Budget in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. The purpose of an Annual Budget, in simplistic terms, is to outline the various revenue and expenditure streams and the required rating levels to achieve a balanced and sustainable financial position.

The 2024-2025 Annual Budget (Budget) has been prepared based on relevant council policies and with a long-term view of the ongoing and potential needs of the City and its residents in mind.

A revision of the Long-Term Financial Model and Plan is currently being undertaken and will be presented to Council for adoption during the 2024-2025 financial year to guide future budgets.

CONSIDERATION

The *Local Government Act 1995* (the Act) enables service charges to be imposed equally across assessments including non-rateable properties for the purpose of property surveillance, security service and underground electricity.

The Act also outlines procedures by which a local government can impose differential rates.

Section 6.36 of the Act requires that all local governments, which impose differential rates or a differential minimum, must give prior notice of its intention and invite submissions from electors and ratepayers. The Council is required to consider the submissions received before imposing the proposed rate or minimum payment. The Act requires that information regarding differential rates be included with the Rate Notice detailing all rates imposed, together with a summary of the Objects and Reasons for those rates.

The following Attachments are included with this report:

- Ratepayer Profile 2024-2025 (Attachment 1)
- Submissions Report – Differential Rates 2024-2025 (Attachment 2)
- Municipal Fund Budget 2024-2025 (Attachment 3) which outlines key information including:
 - o The Budget Certification
 - o A Budget Overview
 - o The Budget set out in the “Statutory” format as per legislation and regulations including:
 - Statement of Comprehensive Income
 - Statement of Cash Flows
 - Statement of Financial Activity
 - Extensive notes to and forming part of the Budget including details of cash backed specific purpose reserve accounts, detailed rating information and information on other charges such as the Property Surveillance and Security Service levy.
 - The Schedule of Fees and Charges for 2024-2025.

- Capital works Program 2024-2025 (Attachment 4) which details the capital works program and lists the overall net project cost, the net budget required in 2024-2025 and the estimated future cash to which the council is required to make a commitment.
1. Ratepayer Profile.
The Ratepayer Profile shows rating outcomes for different property types and details are included in the Ratepayer Profile 2024-2025 (Attachment 1).
 2. Submissions received in respect of differential rates.
All submissions received by the closing date for public comment, in response to the notice of intention to impose differential rates advertised in May 2024, are listed in the Submissions Report – Differential Rates 2024-2025 (Attachment 2)
 3. Adoption of 2024-2025 Budget and Setting of 2024-2025 Rates and Charges.
The 2024-2025 Municipal Fund Budget and the 2024-2025 Rates and Charges are included in the Municipal Fund Budget 2024-2025 (Attachment 3).
 4. Rates Incentives
The details of the rates incentives for 2024-2025 are included in the Municipal Fund Budget 2024- 2025 (Attachment 3).
 5. Loan Fund Budget
This budget includes self-supporting loans raised by the City on behalf of other organisations that are responsible for meeting the loan repayment costs. The Council is effectively the guarantor of these loans. Details are included in the Municipal Fund Budget 2024-2025 (Attachment 3).
 6. Reserve Account Budgets
Reserve accounts form part of the Municipal Fund and equity of the City. Specific purpose cash backed reserve accounts have been created for various reasons such as meeting legislative requirements, replacement of assets and ensuring availability of funds for known and unknown events in order to help reduce the variability of General Rates.
 7. Imposition of Fees and Charges
Section 6.16 of the *Local Government Act 1995* allows a Local Government to impose, by absolute majority decision, a fee or charge for any goods or services it provides or proposes to provide other than a service for which a service charge has been imposed.

The fees are to be imposed when adopting the annual budget but may, subject to giving local public notice, be imposed, or amended from time to time during the financial year. Details are included in the Municipal Fund Budget 2024-2025 (Attachment 3).
 8. Payment and Instalment Due Dates
Details of the payment and instalment due dates are included in the Municipal Fund Budget 2024- 2025 (Attachment 3).

9. One off funds transfers from the Land and Property Reserve.

In 2024-2025 the City will use money in the Land and Property reserve for purposes different to that which it has been established, being for one off transfers of \$10 million and \$3 million to the Community Facilities reserve and New/Upgrade reserve respectively. These transfers are to address funding shortfalls in the Community Facilities reserve and New/Upgrade reserve which fund the capital works program of the city.

10. 2023-2024 Surplus Funds

The 2024-2025 Budget has been formulated on the basis that there will be no surplus funds to be carried forward from the 2023-2024 financial year to the 2024-2025 financial year.

The actual surplus/deficit will be determined following receipt of the 2023-2024 audited financial statements. Should, following receipt of the 2023-2024 audited financial statements, any budget surplus be identified, this will be reported to the Council with a recommendation that the funds be transferred into the Rates Equalisation Reserve. Should the 2023-2024 audited financial statements reveal a budget deficit amount, direction will be sought from the Council as to which projects or programs it wishes to be curtailed or to transfer funds from the Rates Equalisation Reserve.

11. Administration and Interest Charge for Rates and Services Charges

In 2024-2025 no instalment administration fee will be charged where a person pays their rates by the four-instalment option.

The instalment interest charge is recommended to be 2% to ensure an undue burden is not placed on ratepayers choosing to pay by instalments.

An interest rate of 3.5% will be imposed on all rates and service charges, including the refuse charge, swimming pool inspection fee, property surveillance and security service charge, underground power and streetscape service charges or specified area rate debts that are not paid by the due date.

No credit card surcharge fees will be charged in 2024-2025.

Details of the administration and interest charge for Rates and Service Charges are included in the Municipal Fund Budget 2024-2025 (Attachment 3).

12. Interest Charge on Money Owing to Local Government

An interest charge provides an added incentive for people to meet their obligations to the City of Melville.

Details of the interest charge to be imposed and the delegated authority are included in the Municipal Fund Budget 2024-2025 (Attachment 3).

13. Elected Members Allowances and Sitting Fees

Section 5.98 of the Act states as follows: Fees etc. for council members

(1A). In this section — determined means determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B.

Subsection (5) states: The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —

- (a) the annual local government allowance determined for mayors or presidents; or*
- (b) where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.*

Section 5.99 of the Act states as follows:

5.99. Annual fee for council members in lieu of fees for attending meetings A local government may decide that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —*

- (a) the annual fee determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B; or*
- (b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.*

* Absolute majority required.

Due to the scale, volume and complexity of the matters dealt with by the Elected Members of the City the fees and allowances are to be set at the top of the range determined by the Salaries and Allowances Tribunal. Sufficient funds have been provided in the Budget for this to occur.

14. Eligibility for Rates Prize

In previous years, the Council has determined that Elected Members and Staff are ineligible to be chosen as a winner of any of the rates payment incentive prizes. This practice is to be continued in 2024-2025.

15. Adoption of Percentage for Reporting of Material Variances

Each financial year, a local government is to adopt a percentage or value, calculated in accordance with Australian Accounting Standards (AASB), to be used in statements of financial activity for reporting material variances. The AASB 1031 Materiality refers to the publication Framework for the Preparation and Presentation of Financial Statements in which it is stated that information is material if its omission or misstatement could influence the economic decisions of users of the financial statements.

It is proposed that a level of 10.0% or \$100,000 whichever is the greater be adopted for the reporting of material variances for 2024-2025.

The City of Melville commenced its formal Budget preparation in February 2024. Inputs into the budget formulation process included:

- Budget responsible officers and the Management and Executive Leadership Teams;
- Feedback and direction received from the Council arising out of Corporate Business Planning/ Budget Workshops held in 2024 up to June 2024; and
- Specific requests arising from resolutions of the Council during the 2023-2024 financial year or prior.

Key aspects of the Budget are as follows: -

- The 2024-2025 Annual Budget has been prepared with consideration given to both the short and long-term financial requirements and aspirations of the City. Key features of the 2024-2025 Budget include:
 - o Strong alignment with Community and Council priorities;
 - o Management of inflationary impacts;
 - o No significant changes to staffing levels;
 - o No significant changes to fees and charges;
 - o Ongoing provision of services and facilities;
 - o Fully funded asset renewal for all asset classes;
 - o Constriction of funding for new/upgraded capital works;
 - o Removal of reliance on an opening surplus to ensure that current year expenditure is only reliant on current year funding; and
 - o Funding for the City's transformational programs including 'Customer First' and the Digital Strategy.
- To maintain the City's financial sustainability, the 2024-2025 Budget requires a rate increase of 4.5% (on the 2023-2024 Rate in the Dollar and Minimums). This is 1.1% higher than the Perth Consumer Price Index for the year ended March 2024. This increase follows either no increase in recent years or an increase that didn't allow the City to adequately allocate funding according to its financial principles and policies.

The following table outlines recent historic rate increases:

Year	Rate increase	CPI
2020-2021	0% (plus \$200 concession for Covid response)	2.1%
2021-2022	0%	1%
2022-2023	3.5%	7.6%
2023-2024	Average: 4.87% residential and 7.86% commercial	5.8%

The City is mindful of balancing the community's capacity to pay and cost of living pressures with ensuring the City's long term financial sustainability. The proposed Rate in the Dollar and Minimum Rates are outlined below:

Rating Category	Proposed Rate In the Dollar 2024-2025	Rate In the Dollar 2023-2024	Proposed Minimum Rate 2024-2025	Minimum Rate 2023-2024
Residential Improved/Unimproved	7.325134	7.009698	\$1,434.42	\$1,372.65
Commercial Improved/Unimproved	9.024597	8.635978	\$1,162.98	\$1,112.90

The Residential Minimum rate increases by \$61.77 per annum or \$1.18 per week.

An average residential property in 2023-2024 paid \$1,890, and this will increase to \$1,980 in 2024-2025. An additional \$90 per year or \$1.73 per week.

The Commercial Minimum rate increases by \$50.08 per annum or \$0.96 per week.

An average commercial property in 2023-2024 paid \$11,731, and this will increase to \$12,308 in 2024-2025. An additional \$577 per year or \$11.10 per week.

Gross Rental Valuations are reviewed every three years, 2024-2025 is not a revaluation year. Therefore, properties will receive an increase of 4.5% unless an interim valuation has been received during the year to reflect a change to the property's rateable valuation.

The total rates income budget is \$107.6 million, an increase of \$5.3 million when compared to the previous year's budget due to the application of a 4.5% increase to the rate in the dollar and minimum rates for all rating categories. The composition of the rate yield remains consistent to previous years, with approximately 79% relating to Residential properties and 21% relating to Commercial and Industrial properties.

- The budget for operating revenue, excluding rates income, is \$35.3 million, an increase of \$2.9 million when compared to the previous year. This increase is the combined result of higher income from Leisurefit Booragoon due to the expected completion of major renovations, higher parking fees, fines and infringements and an anticipated increase in federal assistance operating grant allocations.
- The budget for operating expenditure excluding non-cash amounts is \$113.2 million, an increase of \$7.3 million compared to the previous year.
- A \$4.6 million increase in the employment cost budget is required for a general increase in salaries and wage rates in response to cost-of-living increases, to support retention of skilled staff and achieve service level combined with a government mandated increase for occupational superannuation. In context staff salaries increases at the City have tracked below CPI over the past 4 years and that shortfall is considered in the proposed rate increase.

- The increase in materials and contracts costs is \$2.8 million and is driven by the general impact of inflation across the organisation with significant increases in fleet, natural areas and parks maintenance and Healthy Melville operations, combined with higher software licensing costs of over \$ 1million supporting the City's digital strategy.
- The City undertook an extensive cost management process across all its operations as part of the budget process and rolled out significant cost challenges, to ensure that all opportunities to manage costs were considered.
- The budget for net capital expenditure from investing activities is \$63.9 million. This includes the cashflow requirement of the 2024-2025 net capital works program of \$42.1 million, with significant spend on buildings (\$20.0 million), roads (\$7.5 million), streetscapes and precincts (\$3.3 million), parks/foreshores (\$3.0 million), drainage (\$2.3 million), paths (1.9 million), irrigation (\$1.2 million), jetties, boardwalks and riverwalls (\$0.9 million), playgrounds (\$0.8 million), environmental (\$0.9 million) and lighting (\$0.4 million). It also includes an estimated \$16.4 million in the form of carry forwards of the previous years unexpended capital works program as well as purchases of furniture, plant and equipment estimated at \$5.3 million.
- The capital works program budget contains projects that span multiple financial years including future years, with several projects with significant values. Only the estimated cash requirement for 2024-2025 of the Capital Works Program has been included to the 2024-2025 budget. This means that by adopting the proposed budget for the 2024-2025 capital works program, a commitment is being made by the Council to fund the future cash requirements of those projects that span into the future years.
- The capital works program is contained in the Capital works Program 2024-2025 (Attachment 4) and lists the overall net project cost, the net budget required in 2024-2025 and the estimated future cash requirement to which the Council's commitment is required.

ENGAGEMENT

As per the Council's resolution at its Ordinary Meeting of Council on 21 May 2024, a notice of intention to impose Differential Rates was featured on the City of Melville's website on Wednesday 22 May 2024 and in newspapers as follows;

- Perth Now Melville on Thursday 23 May and 6 June 2024
- Melville Herald on Saturday 25 May and Saturday 1 June 2024
- Fremantle Herald on Saturday 1 June 2024

The notice was also advertised on e-news on Friday, 24 May 2024 and hardcopies were available for inspection at the City's Libraries and Civic Centre from Wednesday 22 May 2024.

The public comment period (minimum of 21 days) ended on Thursday 13 June 2024 and at the time of writing this report 35 submissions were received as detailed in the Submissions Report – Differential Rates 2024-2025 (Attachment 2). The submissions were predominantly from ratepayers in the Melville, Palmyra and Ardross suburbs with the overall responses aligning with an objection towards an increase in proposed rates.

The Council is required to consider any submissions received before imposing the proposed rate or minimum payment.

The City understands resident sentiment, which favours keeping rate increases to a minimum, particularly due to the cost of living pressures that residents are facing, and has sought to address this sentiment through the cost management programs incorporated in the budget. The City has

however, not passed on inflationary cost increases to residents over the past 4 years whilst itself encountering inflationary pressures on in its own programs creating a long- term funding shortfall which needs to be addressed to ensure financial sustainability in the future.

The Budget contains some additional measures to support ratepayers and the community such as the continued removal of both the surcharge for payment by credit card and the instalment administration fee, reduced interest rates for instalments and late payments and the continuation of one-hour free parking across the City. The City also offers a financial hardship policy designed to assist individuals experiencing hardship, with regard to rate payments on their primary residence.

Whilst no other specific public consultation has taken place regarding the Budget, community consultation has occurred for a number of the major projects identified within the budget document.

External / community consultation was carried out as below:

- Department of Fire and Emergency Services with respect to the Emergency Services Levy;
- Landgate (The Valuer General) in relation to the Gross Rental Valuations used as a basis for calculation of Municipal General Rates;
- Resource Recovery Group (RRG) in relation to the recycling, composting, green waste and residual waste disposal operations run by them on behalf of the City and two other local authorities.

SUSTAINABILITY IMPLICATIONS

- Insufficient budget funding achieved to carry out works and services and maintain the City's assets – This poses a high-level risk with major consequences which are almost certain.
- The proposed risk mitigation strategy is to ensure sound financial policy positions are adopted by the Council and that the consequences of insufficiently funding the City's operations, as well as the sustainability of its Long Term asset positions are well understood.
- Funding is directed towards areas of expenditure that are not a priority of the Community and the Council or required to address a Technical or Statutory requirement – This poses a medium level risk with minor consequences which might occur at some stage.
- The proposed risk mitigation strategy is to ensure the budget development process is sound and subject to independent review by all Managers, Finance and the Council to ensure funding requests are directed at meeting the Community Plan and Corporate Plan objectives.
- Significant variations to budget due to the subjectivity of the underlying budget assumptions as a result of the highly dynamic domestic and global economic environment – This poses a high-level risk with major consequences which are almost certain.
- The proposed risk mitigation strategy is to ensure sound financial policy positions are adopted by the Council and that the consequences of insufficiently funding the City's operations are well understood.

LEGISLATIVE AND POLICY ALIGNMENT

Local Government Act 1995

1.3. Content and intent

Section 1.3 (3) In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

2.7. Role of council

- (1) The council —*
 - (a) governs the local government's affairs; and*
 - (b) is responsible for the performance of the local government's functions.*
- (2) Without limiting subsection (1), the council is to —*
 - (a) oversee the allocation of the local government's finances and resources; and*
 - (b) determine the local government's policies.*

3.1. General function

- (1) The general function of a local government is to provide for the good government of persons in its district.*

6.36 Local Government to give notice of certain rates.

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and the raising of rates and charges and fees and charges.

The Budget as presented meets these statutory obligations.

The Budget has been developed on the principles outlined in the Council's Policies:

- CP-008 Financial Sustainability – Forward Financial Planning and Funding Allocation Policy;
- CP-024 Borrowings and Asset Financing Policy;
- CP-031 Asset Management Policy;
- CP-091 Elected Members Allowances and Expenses;
- CP-092 Elected Members Professional Development;
- CP-025 Accounting Policy.

FINANCIAL IMPLICATIONS

Specific financial implications are as detailed in the Municipal Fund Budget 2024-2025 (Attachment 3). The Budget has been achieved without resorting to external loan borrowings to fund any operating or capital programs.

Implications for City of Melville ratepayers will include the following: -

- Introduction of several new fees and increases to several existing fees and charges as detailed in the 2024-2025 Fees and Charges Schedule
- Increase of 4.5% to the rate in the dollar and minimum rates for all rating categories when compared to the previous year
- The Property Surveillance and Security Service Charge increased by \$3.25 to \$62.00
- The Swimming Pool Inspection Fee increased by \$0.50 to \$51.00
- No administration charge for payment by instalments
- Instalment interest charge remains at 2%
- Late payment penalty interest remains at 3.5%
- No Credit/Debit Card Surcharge Fee, similar to previous years

CONSEQUENCE

The Council may choose to adopt a rate increase of greater or less than the recommended amounts. However, in doing so it would need to identify which Operating Programs it wishes to see amended or what Capital Works it wishes to be added or does not wish to proceed with. With regard to the renewal component of the Capital Works Program, reductions in the quantum of the program are likely to result in a deferment of expenditure to future years at an increased cost and an exacerbation of the City's asset management deferred liability. In order to be sustainable in the longer term the City should maintain and improve the level of asset refurbishment and renewal funding that will enable it to refurbish and renew its assets when the need arises.

The projects presented to the Council for funding are considered to be priority projects.

Prudent financial management practices take into account the needs of current and future generations and support the need to build reasonable levels of cash backed specific purpose reserves to enable it to do so. The City is faced with many cost increases that exceed the increase in its revenue. These cost increases are absorbed by implementing cost saving measures in a manner that does not reduce service levels.

Reductions in the level of rate increase, whilst possible using short term measures such as deferment of asset maintenance or renewal, are not recommended as this simply creates a greater financial burden for future generations. Such action would also be a departure from Council Policy CP-008 and the good governance provisions of the *Local Government Act 1995* referred to earlier in this report.

In order to ensure that the best possible options that support the long term and ongoing needs of the City are included in the Budget, numerous rate increase options ranging from 3.5% to 4.5% and their implications to Council Policies and sustainability in the future, have been examined and discussed in detail with Elected Members resulting in a rate increase of 4.5% being advertised and recommended.

Management Services**M24/37 Corporate Business Plan 2020-2024 Report and Annual Review**

File Number:	
Responsible Officer:	Chief Executive Officer
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. City of Melville Annual Corporate Business Plan 2020-2024 Report - June 2024

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- This report presents an update on activities undertaken in line with the City of Melville Corporate Business Plan 2020-2024, for the 2023-2024 financial year; and
- Presents an update on the annual review of the Corporate Business Plan as required by the *Local Government (Administration) Regulations 1996* Division 3 — Planning for the future; and
- Provides a report on capital and operational projects and activities against the key priorities and strategies set out in the Corporate Business Plan 2020-2024 and recommends that it be noted by the Council.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (M24/37)

At 6:44pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council:

1. **Note the Annual Corporate Business Plan 2020-2024 Report for the year ending 2023-2024 as detailed in the following attachments:**
 - (a) **Annual Corporate Business Plan 2020-2024 Report for 2023-2024 (Attachment 1); and**
 - (b) **Annual Corporate Business Plan 2020-2024 Dashboard ([Click here](#) or at <https://bit.ly/Annual-Corporate-Business-Plan-Report-2023-2024>)**
2. **Note the Corporate Business Plan is currently under major review and will be considered at a future meeting.**

At 6:45pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

PURPOSE

To report against the activities of, and review, the City of Melville's Corporate Business Plan 2020-2024 for the 2023-2024 financial year period.

STRATEGIC ALIGNMENT

Priority	1	Ensure the improvement of sustainability of our environment
	P1/1	Protect and improve our natural assets to enhance our environment
	P1/3	Advocate and utilize the Nation and State level policies to protect and enhance the biodiversity of our environment and natural assets.
	P1/2	Utilise technological opportunities to efficiently enhance the sustainability of the environment through monitoring and reporting.
	2	Improve the approach for diverse and sustainable urban development and infrastructure
	P2/4	Enhance regulatory and approval frameworks to ensure sustainable building infrastructure.
	P2/3	Optimise the capability and liveability of activity centres with consideration to the expectations of our community.
	P2/2	Enhance amenity and vibrancy through placemaking and creating well designed and attractive public spaces.
	P2/1	Implement innovate, efficient and appropriate initiatives that support community centred infrastructure within integrated transport solutions.
	3	Empower the voices of our diverse community by strengthening engagement
	P3/5	Strengthen online service delivery and respond to the digital divide by supporting improvements in digital literacy.
	P3/4	Enhance opportunities for civic engagement and building community capacity.
	P3/3	Improve engagement with the business community.
	P3/2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.
	P3/1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
	4	Support healthy lifestyles and wellbeing
	P4/1	Invest strategically in local infrastructure and built environments that support physical activity and healthy lifestyles.
	P4/2	Increase advocacy and partnerships for identified needs relating to community health, safety and security.
	P4/3	Empower inclusive participation and support for sports and community groups.
	P4/4	Support National, State and community efforts to assist people in need.
	5	Ensure long term financial sustainability
	P5/3	Identify opportunities for appropriate alternative revenue streams.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	6	Encourage local economic development
	P6/2	Support opportunities for not-for-profit and social enterprise.
	P6/1	Encourage opportunities for increased private sector commercial and residential development in strategic locations.

Outcome Indicator	There are no applicable outcome indicators in relation to this report.
	1 Clean and Green
	Goal 1 Greening the City
	Goal 2 Promoting Sustainable Environment
	Goal 3 Reducing Carbon Emissions
	Goal 4 Sustainable Energy Management
	Goal 5 Sustainable Waste Management
	Goal 6 Sustainable Water Management
	2 Growth and Prosperity
	Goal 3 Location of Choice for A Diverse Range of Businesses
	Goal 2 Local Job Opportunities for Locals
	Goal 1 Achieve Economic Resilience
	3 Healthy Lifestyles
	Goal 5 Reduce Alcohol and Other Drug Use
	Goal 4 Mentally Healthy Community
	Goal 3 Increased Physical Activity
	Goal 2 Healthy Eating
	Goal 1 A Safe and Healthy Urban Environment
	4 Safe and Secure
	Goal 7 Safe and Secure Places and Environment
	Goal 6 Reduce Transport Crashes
	Goal 5 Reduce Preventable Injuries
	Goal 4 Reduce Household Crime
	Goal 3 Reduce Business Crime
	Goal 2 People Feel Safe and Secure in All Places at All Times
	Goal 1 Being Prepared for an Emergency
	5 Sense of Community
	Goal 5 Social Connectedness and Belonging
	Goal 4 Sense of Identity through Collective Memory
	Goal 3 Place Activation and Liveability
	Goal 2 Participation and Inclusion
	Goal 1 Life Long Learning and Creativity
	6 Sustainable and Connected Transport
	Goal 5 Prioritizing Urban Development Near Transport Nodes and In Activity Centres
	Goal 4 Ease of Movement
	Goal 3 Choice and Use of Transport Options
	Goal 2 Balancing Transport Priorities
	Goal 1 Appropriate Infrastructure

BACKGROUND

As a local government, the City of Melville's purpose is set out in the Local Government Act 1995 (Section 1.3 (3) Role of the Local Government):

"In carrying out its functions, a local government is to use its best endeavours to meet the needs of current and future generations [in its district] through an integration of environmental protection, social advancement and economic prosperity."

The Local Government Act 1995 requires all local governments to plan for the future of the district. The Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024, form the City's plan for the future, supported by the Long Term Financial Plan, Asset Management Plan, Informing Strategies and Annual Budget. These documents are prepared to achieve compliance with the Local Government (Administration) Regulations 1996. Development of these plans also aligns with the Department of Local Government, Sport and Cultural Industries' Integrated Planning and Reporting Framework and Guidelines.

The Integrated Planning and Reporting Framework (IPFR) aims to ensure integration of community priorities with strategic planning for the City of Melville, as well as the implementation of the objects that have been set from these priorities.

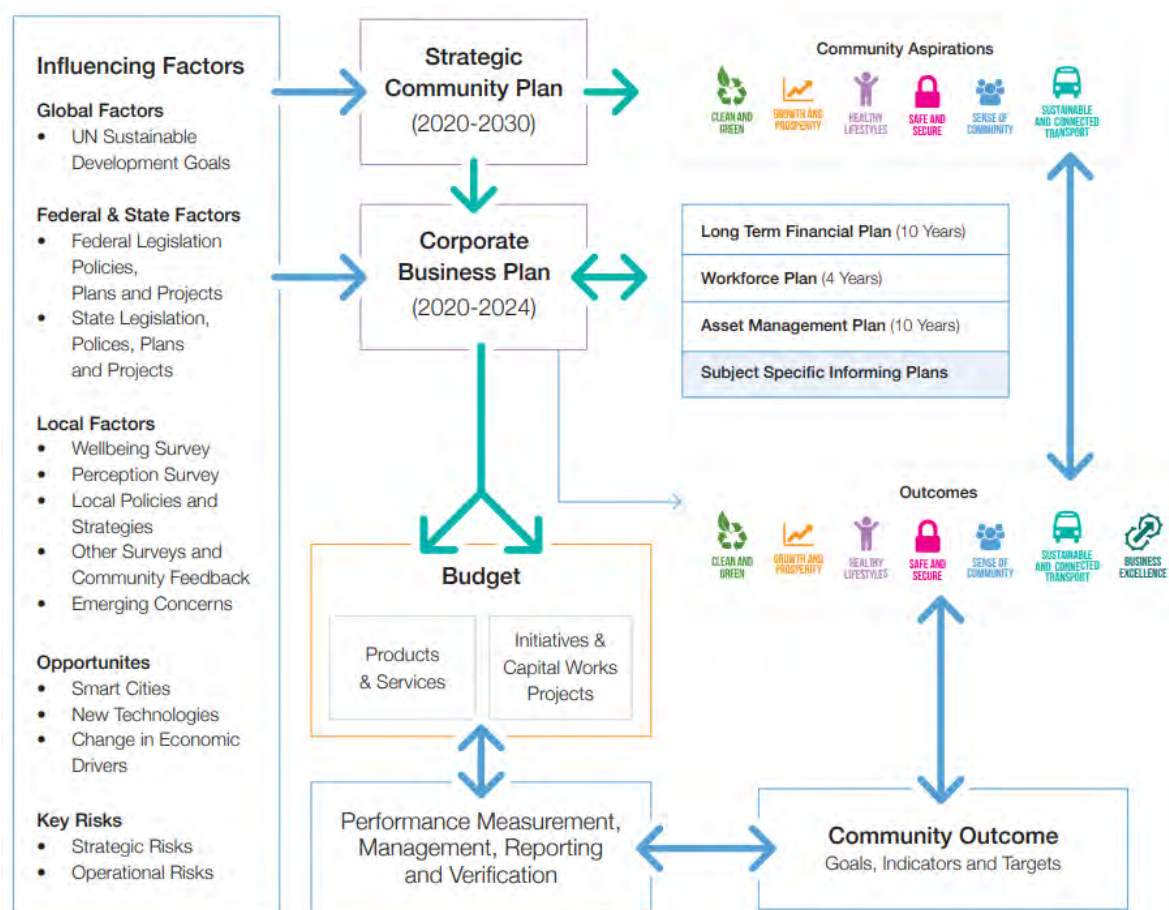
The Council, Community and Administration each has a unique role and responsibilities for the development of effective and sustainable integrated plans for the local area and reporting on the progress of those plans.

A successful integrated planning and reporting process will deliver a:

- Strategic Community Plan that clearly links the community's aspirations with the council's vision and long term strategy
- Corporate Business Plan that integrates resourcing plans and specific council plans with the strategic community plan
- clearly stated vision for the future viability of the local area.

The Integrated Planning and Reporting Framework:

- recognises that planning for a local government is holistic in nature and driven by the community
- builds organisational and resource capability to meet community need
- optimises success by understanding the integration and interdependencies between the components
- emphasises performance monitoring so that local governments can adapt and respond to changes in community needs and the business environment



CONSIDERATION

The Corporate Business Plan 2020-2024 was adopted by absolute majority at the September 2020 Ordinary Meeting of Council.

The Corporate Business Plan 2020-2024 outlines the City's key priorities and associated strategies over the indicated four year financial period 2020-2024 providing a clear line of sight to the delivery of the Strategic Community Plan's outcome areas.

The Local Government (Administration) Regulations 1996, require that a local government review the current corporate business plan for its district every year, and the City has prepared this Corporate Business Plan 2023-24 annual report which provides a progress update on the projects and activities completed, underway or ongoing.

The City has either completed or progressed nearly 100% of the Corporate Business Plan 106 projects and activities over the reporting period 2020-2024.

The six key priorities and associated strategies are detailed below, with an accompanying progress status report on the total progress, and progress against each priority area.

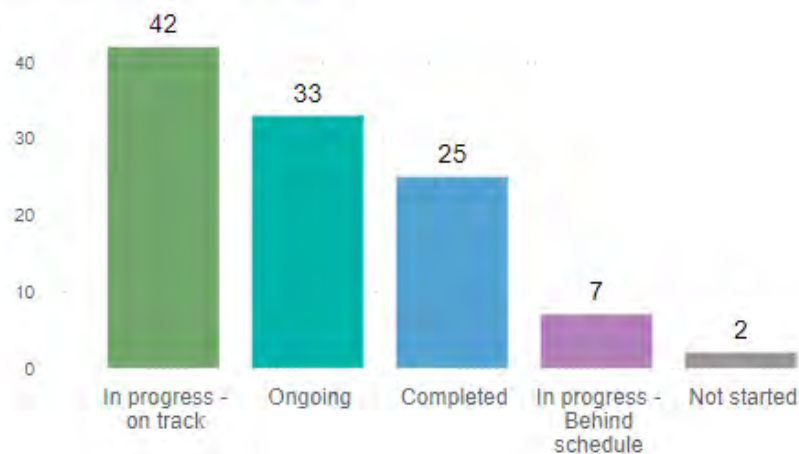
An interactive dashboard is also available for viewing via a browser at <https://bit.ly/Annual-Corporate-Business-Plan-Report-2023-2024>.

Corporate Business Plan Project Progress Status 2023-2024

Overall, there was a total number of 106 projects and activities against the six key priority areas.

- 42 - In progress on track
- 33 - Ongoing
- 25 - Completed
- 7 - In progress behind schedule
- 2 - Not started

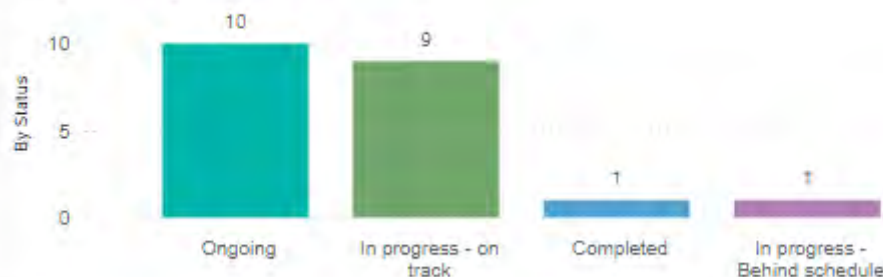
Project Progress Status



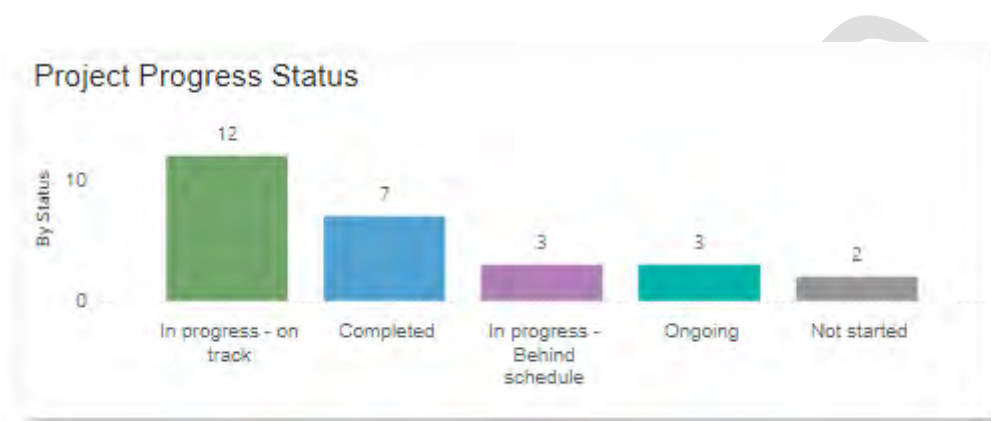
Project Progress Status by Key Priority

Priority 1: Ensure the improvement and sustainability of our environment	
Strategy 1.1	Protect and improve our natural assets to enhance our environment.
Strategy 1.2	Utilise technological opportunities to efficiently enhance the sustainability of the environment through monitoring and reporting
Strategy 1.3	Advocate and utilise the National and State level policies to protect and enhance the biodiversity of our environment and natural assets.

Project Progress Status



Priority 2: Improve the approach for diverse and sustainable urban development and infrastructure	
Strategy 2.1	Implement innovative, efficient and appropriate initiatives that support community centred infrastructure with integrated transport solutions
Strategy 2.2	Enhance amenity and vibrancy through placemaking and creating well designed and attractive public spaces
Strategy 2.3	Optimise the capability and liveability of activity centres with consideration to the expectations of our community
Strategy 2.4	Enhance regulatory and approval frameworks to ensure sustainable building infrastructure



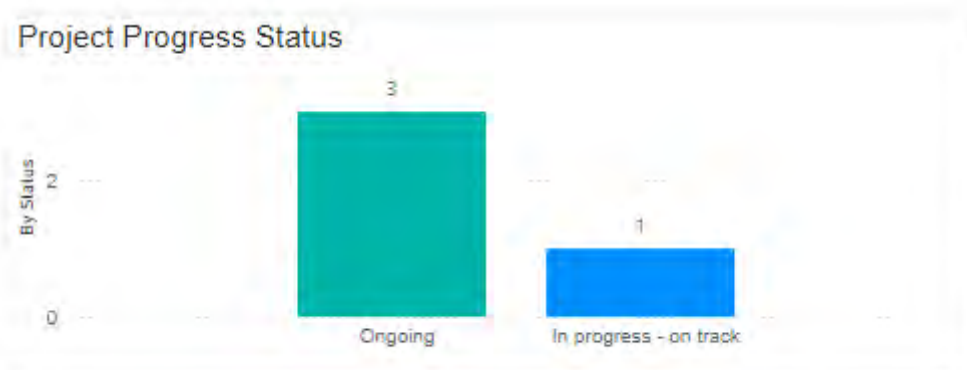
Priority 3: Empower the voices of our diverse community by strengthening engagement	
Strategy 3.1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
Strategy 3.2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.
Strategy 3.3	Improve engagement with the business community
Strategy 3.4	Strengthen online service delivery and respond to the digital divide by supporting improvements in digital literacy
Strategy 3.5	Enhance opportunities for civic engagement and building community capacity



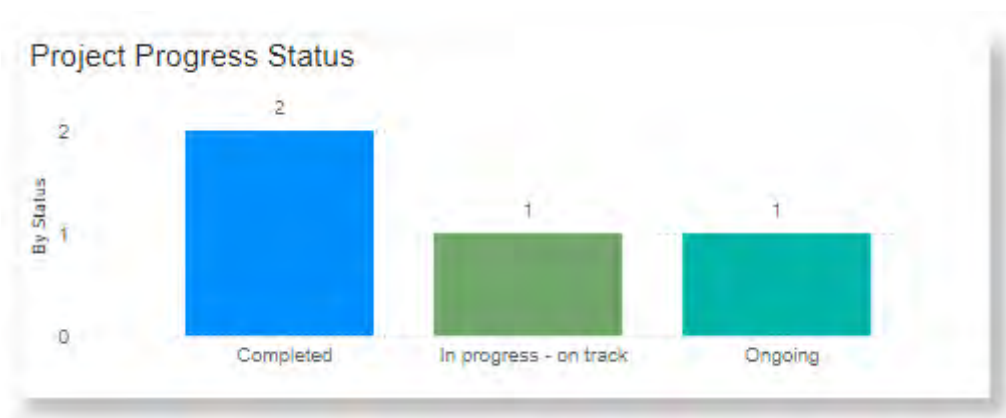
Priority 4: Support healthy lifestyles and wellbeing	
Strategy 4.1	Invest strategically in local infrastructure and built environments that support physical activity and healthy lifestyles
Strategy 4.2	Increase advocacy and partnerships for identified needs relating to community health, safety and security
Strategy 4.3	Empower inclusive participation and participation for sports and community groups
Strategy 4.4	Support National, State and community efforts to assist people in need



Priority 5: Ensure long term financial sustainability	
Strategy 5.1	Undertake efficiency improvements to maximise cost effectiveness
Strategy 5.2	Advocate at National and State levels to maximise funding
Strategy 5.3	Identify opportunities for appropriate alternate revenue streams



Priority 6: Encourage local economic development	
Strategy 6.1	Encourage opportunities for increased private sector commercial and residential development in strategic locations
Strategy 6.2	Support opportunities for not-for-profit and social enterprise



Review of the Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024

A major review of both the Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2024 commenced in December 2023, as part of an integrated planning and budgeting process.

Consultations and workshops with Elected Members have been ongoing since December 2023, with the major review expected to be completed by the end of June 2024.

ENGAGEMENT IMPLICATIONS

The Integrated Planning and Reporting Framework requires local governments to engage with their community to establish a vision that will frame the priorities and objectives into the future. This is currently articulated in the City of Melville Strategic Community Plan 2020-2030 (SCP). The Corporate Business Plan 2020-2024 responds to the SCP.

Community consultations held from October to December 2023, resulted in 3,182 responses from community members via the MARKYT® community scorecard, vision survey, in-person listening posts, idea sharing sessions, and workshops.

The feedback identified community needs, aspirations, priorities, and perceptions regarding the services, projects, and facilities offered by the City of Melville.

The feedback and insights gathered, have informed the current review process of the City of Melville Strategic Community Plan 2020-2030 (SCP) and Corporate Business Plan 2020-2024.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications presented as part of this report.

LEGISLATIVE AND POLICY ALIGNMENT

The following legislation is relevant to this report:

- *Local Government Act 1995* Division 5 – Annual reports and planning
- *Local Government (Administration) Regulations 1996* Division 3 — Planning for the future

FINANCIAL IMPLICATIONS

There are no applicable financial implications presented as part of this report.

CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

CONFIRMED

Corporate Services

At 8:35pm, Mr W Nicholls left the meeting and did not return.

At 8:35pm, Ms D Olds left the meeting and did not return.

C24/157 2024 Annual City of Melville Delegations and Authorisations Review

File Number:	
Responsible Officer:	Head of Governance
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. City of Melville Statutory Delegations and Authorisation Manual 2024-2025 MARKED UP

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- Delegations made under the *Local Government Act 1995* and various other legislation must by law be reviewed by the delegator at least once every financial year and listed in a register kept by the CEO.
- The statutory review of Council delegations for 2024 has been undertaken and it is recommended that the outcome of this review be adopted by the Council.
- Following the Council's resolution on this matter the Register of Delegations will be updated and provided to Elected Members for information.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C24/157)

At 8:35pm Cr J Edinger moved, seconded Cr S Green

That the Council resolves by absolute majority decision to:

1. **Endorse the 2024 review of the Council's statutory delegations, authorisations and appointments.**
2. **Confirm the minor changes and edits to the instruments of delegation, authorisation and appointment, as contained in Attachment 1 - City of Melville Statutory Delegation and Authorisation Manual 2024-2025 MARKED UP.**

At 8:35pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (13/0)

PURPOSE

To present the annual review of the Council's statutory delegations, authorisations and appointments for Council approval.

STRATEGIC ALIGNMENT

Priority	3	Empower the voices of our diverse community by strengthening engagement
	P3/2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.
Outcome Indicator	There are no applicable outcome indicators in relation to this report.	

BACKGROUND

The functions and powers allocated to local governments by legislation are so many and so diverse that it would be unrealistic to expect the Council to make every discretionary decision itself. The business of local government could not be carried out in a timely manner if that were the case.

Delegation of local government powers, duties and functions to the CEO and appropriate officers is an effective way to reduce red tape and expedite operational decision-making processes. Efficient use of the power of delegation assists local governments to deal effectively with a wide range of procedural matters that require the exercise of some discretion but are inherently administrative rather than strategic in nature.

Delegation is only permitted when an Act or regulations specify that the local government has this power, and the delegated powers may only be exercised in relation to the statutory powers, duties or functions conferred or imposed on the local government by that legislation unless otherwise specified. A delegator may specify limitations or conditions, such as a financial limit, on the exercise of a delegation. Sub-delegation is generally only permitted where specifically provided for in the relevant legislation.

Delegates are not obliged to exercise a delegation granted to them, even if it is primarily procedural. Where a matter is highly contentious, decisions relating to it may be referred, at the discretion of the CEO or the request of the Council, to the Council to make the decision by resolution despite the presence of a relevant delegation.

Delegations made under the *Local Government Act 1995*, *Cat Act 2011*, *Dog Act 1976* and the deemed provisions of Local Planning Schemes identified in the Planning and Development (Local Planning Scheme) Regulations 2015, must be reviewed by the delegator at least once every financial year and the CEO must maintain a register of current delegations made under this legislation.

Other legislation does not require an annual review of delegations or the keeping of a register, but most local governments, including the City of Melville, review all delegations annually and include them all in the register of delegations.

This report deals only with the Council delegations. The CEO is responsible for reviewing delegation or sub-delegation of powers and duties held by the CEO either directly under statute or under delegation from the Council.

CONSIDERATION

The statutory review of Council delegations has been completed and a number of minor administrative amendments are required to some instruments of delegation to:

- update names of external bodies/groups;
- reflect changes in titles;
- change sub delegates to reflect internal changes in functional responsibilities; and
- provide additional instruction to delegates on the purpose or constraints of a delegation.

As part of the CEO's review of her own delegations to other employees, some instruments of delegation by the Council have been amended at the sub-delegation level to reflect changes to organisational structure and functional responsibilities, as well as changes to titles. Sub-delegations by the CEO of delegated powers are provided for under section 5.44(3) of the *Local Government Act 1995* and are not the subject of this report.

A significant review of Delegation DA-020 Planning and Related Matters has been undertaken to incorporate the changes as follows:

- Conditions on Delegation/ Sub Delegation. Point 1 has been amended to include:
"(excluding Single House development as per Part 4 s.257C of Planning and Development Amendment Act 2023 and Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024);"

This inclusion is due to the *Planning and Development Amendment Act 2023* section 257C, which delegates determination of all single house development to the CEO as of 1 July 2024. This means that the DAU process or Council determination process will no longer be able to be used for Single House development (including additions and incidental works) where an objection has been received. An exemption note is proposed to be included and sub-delegation added to allow the Director Planning and Manager Statutory Planning and Building to determine single house development where an objection has been received.

- Conditions on Delegation/ Sub Delegation. Exclusions has been amended to include a new dot point as follows:
"Providing comment on a development application which is to be determined by the Statutory Planning Committee under Part 11B of the Planning and Development Act 2005."

The Significant Development pathway for major developments under Part 17 of the *Planning and Development Amendment Act 2020* has ceased and is replaced with a permanent pathway for significant development under Part 11B of the *Planning and Development Amendment Act 2023*. The Part 11B pathway means that the Department of Planning, Lands and Heritage (DPLH) officers write the responsible authority report to the Statutory Planning Committee (which is a sub-set of the Western Australian Planning Commission) on advice from referral agencies – including the relevant local government. These applications have to meet certain criteria such as \$20 million cost of development and generally are of more state and regional significance. Therefore, the delegations now include exemption to ensure that the officer recommendation to the DPLH officers and the Statutory Planning Committee

(SPC) is presented to council for adoption or modification prior to being forwarded to the DPLH and SPC.

These new inclusions and other administrative amendments are shown marked-up in Attachment 1 - City of Melville Statutory Delegation and Authorisation Manual 2024-2025 MARKED UP.

ENGAGEMENT

Directorates have been consulted regarding the delegations relevant to their operations.

Public consultation was not undertaken as delegations are an internal matter related to the operational management and administration of the local government's statutory powers, duties and functions.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications presented as part of this report.

LEGISLATIVE AND POLICY ALIGNMENT

The City of Melville must comply with section 5.46 of the *Local Government Act 1995* which requires the Council to review, at least once every financial year, its delegations made under that Act and deemed provisions in the *Planning and Development (Local Planning Schemes) Regulations*. The City must also comply with section 47(2) of the *Cat Act 2011* and section 10AB(2) of the *Dog Act 1976*, which impose similar annual review requirements for delegations made under those Acts.

Of the 51 current delegations made by the Council, 35 have been made under the [Local Government Act 1995](#). The following key provisions in the *Local Government Act 1995* relate to the delegation of local government powers and duties by the Council under that Act.

- Delegations (to Committees and the Chief Executive Officer) must be made by an absolute majority decision [s.5.16(1) and s.5.42(1)].
- Delegations (whether to Committees or the Chief Executive Officer) must be in writing, and may be general or as otherwise provided in the instrument of delegation [s.5.16(2), s.5.42(2)].
- All delegations will have effect for the period of time specified in the delegation, or if not specified, indefinitely [s.5.16(3)(a), s.5.45(1)(a)].
- Any decision to amend or revoke a delegation must be by absolute majority [s.5.16 (3)(b), s.5.45(1)(b)].
- Section 5.17 limits the delegation of powers and duties to certain committees.
- Section 5.45(2)(a) permits a local government to perform any of its functions by acting through a person other than the CEO (but it may not delegate its functions other than to the CEO).
- An employee to whom a power or duty has been delegated under Part 5 Division 4 is a designated employee (s.5.74) who must lodge primary and annual returns (s. 5.75, s.5.76).

Section 5.43 prohibits the local government from delegating to the CEO any of the following powers or duties:

- (a) *any power or duty that requires a decision of an absolute majority of the council;*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) *appointing an auditor;*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) *any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) *borrowing money on behalf of the local government;*
- (g) *hearing or determining an objection of a kind referred to in section 9.5;*
- (ha) *the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (h) *any power or duty that requires the approval of the Minister or the Governor; and*
- (i) *such other powers or duties as may be prescribed.*

Regulation 18G of the *Local Government (Administration) Regulations 1996* prescribe that the following powers and duties of a local government cannot be delegated to the CEO:

- (a) *Section 7.12A(2), (3)(a) or (4) (duties related to audit reports); and*
- (b) *Regulations 18C (approve process for selection and appointment of CEO) and 18D (consider a review on the performance of the CEO carried out under s.5.38).*

In addition to the above references, the following legislative provisions are also relevant to Council delegations:

- Regulation 18G of the [Local Government \(Administration\) Regulations 1996](#)
- Section 127 of the [Building Act 2011](#)
- Regulation 70 of the [Building Regulations 2012](#)
- Sections 48 and 59 of the [Bush Fires Act 1954](#)
- Sections 44, 45, 46 and 47 of the [Cat Act 2011](#)
- Sections 10AA and 10AB of the [Dog Act 1976](#)
- Section 118 of the [Food Act 2008](#)
- Section 16 and 17 of the [Graffiti Vandalism Act 2016](#)
- Section 26 and 344 of the [Health \(Miscellaneous Provisions\) Act 1911](#)
- Regulation 15D of the [Health \(Asbestos\) Regulations 1992](#)
- Sections 50, 53, 58 and 59 of the [Interpretation Act 1984](#)
- Section 21 of the [Public Health Act 2016](#)
- Schedule 2 clauses 82, 83 and 84 of the [Planning and Development \(Local Planning Schemes\) Regulations 2015](#)

New delegations, amendment and revocation of delegations under the *Local Government Act 1995*, *Cat Act 2011*, *Dog Act 1976*, *Graffiti Vandalism Act 2016* and the *Planning and Development (Local Planning Schemes) Regulations 2015* must be made by absolute majority decision of Council.

Delegations under other legislation, and appointments and authorisations, do not require an absolute majority.

FINANCIAL IMPLICATIONS

There are no financial implications arising from the recommendations of this report.

Ineffective use of delegation powers may result in additional financial cost to the City as a consequence of the additional administrative resources required to refer minor operational decisions to the Council, and to the City's customers as a consequence of slower decision-making.

CONSEQUENCE

Council is required to review its delegations on a yearly basis as per:

- section 5.46 of the Local Government Act 1995;
- section 46(2) of the Cat Act 2011; and
- section 10AB(2) of the Dog Act 1976.

All Council delegations, authorisations and appointments are presented to Council as part of this report, although they may not be subject to annual review requirements, as it is good practice to do so.

At 8:37pm, Ms D Karunaratne left the meeting and did not return.

C24/158 CP-099 Risk Management Policy Review

File Number:	
Responsible Officer:	Head of Governance
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	1. CP-099 Risk Management Policy

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- Policy review with administrative and reference updates and a new template

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C24/158)

At 6:44pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council approve the reviewed CP-099 Risk Management Policy.

At 6:45pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

PURPOSE

The presentation of the CP-099 Risk Management Policy to the Council serves to gain approval for minor amendments, ensure compliance, establish accountability, promote transparency and engage stakeholders.

STRATEGIC ALIGNMENT

Priority	There are no applicable priorities in relation to this report.
Outcome Indicator	There are no applicable outcome indicators in relation to this report.

BACKGROUND

The Risk Management Council Policy was due for a review in April 2024. A review of the Policy has been undertaken with minor amendments proposed. The proposed changes are shown on the attached document.

CONSIDERATION

To ensure the Risk Management Policy is effective, legally compliant, adaptable to emerging risks, reflective of the Council's tolerance/risk appetite and allows for ongoing improvement. The policy is due for its three yearly review as per the City's Document Control Procedure. There has been no changes to the intent of the policy, and it still aligns with the ISO 31000:2018 Risk Management – Guidelines.

Changes include:

- Update of template to include new City of Melville branding; and
- Added (City) after City of Melville (City) to use as a reference; and
- Added an extra C at the end of FMARC; and
- Added reference the new WHS Act and Regulations; and
- Added reference to supporting documents.

ENGAGEMENT

Internal consultation has been undertaken with the People and Culture team to align with Work Health and Safety Act and Regulations.

No external engagement has been undertaken.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

LEGISLATIVE AND POLICY ALIGNMENT

This policy is aligned with ISO 31000:2018 Risk management – Guidelines, Work Health and Safety Act 2020 and Work Health and Safety (General) Regulations 2022.

FINANCIAL IMPLICATIONS

There are no financial implications presented as part of this report.

CONSEQUENCE

The consequences include increased vulnerability to risks, lack of accountability and regulatory non-compliance, diminished stakeholder confidence, and missed opportunities for growth and improvement.

C24/159 Investment Statements for April 2024

File Number:	
Responsible Officer:	Manager Financial Services
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in this matter
Attachments:	Nil

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

- This report presents the investment statements for the period ending 30 April 2024 and recommends that it be noted by the Council.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C24/159)

At 6:44pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council notes the Investment Report for the period ending 30 April 2024.

At 6:45pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

PURPOSE

To report on the performance of the City's investment portfolio for the month of April 2024.

The City's investment portfolio is invested in highly secure investments with a low level of risk yielding a weighted average rate of return of 5.04% to 5.17% which exceeds the benchmark three-month bank bill swap (BBSW) reference rate of 4.37%.

In the City's investment portfolio, 26% is currently allocated to authorised deposit taking institutions that are committed to sustainability (including environmental, social and governance factors).

Future investment earnings will be determined by the cash flows of the City and movements in interest rates on term deposits.

STRATEGIC ALIGNMENT

Priority	5	Ensure long term financial sustainability
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/3	Identify opportunities for appropriate alternative revenue streams.
Outcome Indicator	2	Growth and Prosperity
	Goal 1	Achieve Economic Resilience

BACKGROUND

The City of Melville (the City) has cash holdings as a result of timing differences between the collection of revenue and its expenditure. Whilst these funds are held by the City they are invested in appropriately rated and liquid investments.

The investment of cash holdings is undertaken in accordance with Council Policy CP-009 - Investment of Funds, with the objective of maximising returns whilst maintaining low levels of credit risk exposure.

CONSIDERATION

The following statement details the investments held by the City of Melville as at 30 April 2024.

CITY OF MELVILLE STATEMENT OF INVESTMENTS FOR THE PERIOD ENDING 30 APRIL 2024		
SUMMARY BY FUND		
Municipal		\$30,265,782
Reserve		\$155,028,668
Trust		\$-
Citizen Relief		\$228,246
TOTAL		\$185,522,697
SUMMARY BY INVESTMENT TYPE		
11AM		\$9,193,503
31Days at Call		\$-
60Days at Call		\$2,000,000
90Days at Call		\$16,600,000
Term Deposit		\$157,729,194
TOTAL		\$185,522,697
SUMMARY BY CREDIT RATING		
AAA Category	AAA	
AA Category (AA+ to AA-)	AA-	\$109,380,107
A Category (A+ to A-)	A+	\$41,842,590
	A	
	A-	
BBB+ Category	BBB+	\$34,300,000
TOTAL		\$185,522,697

Exposure to individual institutions is carefully managed in accordance with Council policy. As of April 2024, investments remained within acceptable limits, with the exception of Westpac Bank, which slightly exceeded the policy threshold at 30.21%, compared to the policy limit of 30.00%. This deviation occurred due to unforeseen circumstances resulting in lower-than-expected cash outflows required for payments during April 2024.

Investment with financial institutions						
Institution	Credit Rating	Credit Rating Category	Funds held at period end	Actual %	Limit Per Policy	
ANZ	AA-	AA Category	\$ -	0.00%	30.00%	✓
AMP	BBB+	BBB+ Category	\$ -	0.00%	15.00%	✓
Bankwest	AA-	AA Category	\$ -	0.00%	30.00%	✓
Bank of Queensland	BBB+	BBB+ Category	\$ 25,800,000	13.91%	15.00%	✓
ING Bank	A-	A Category	\$ -	0.00%	25.00%	✓
Bendigo & Adelaide	BBB+	BBB+ Category	\$ 8,500,000	4.58%	15.00%	✓
CBA	AA-	AA Category	\$ -	0.00%	30.00%	✓
Macquarie	A+	A Category	\$ 2,142,590	1.15%	25.00%	✓
NAB	AA-	AA Category	\$ 53,338,547	28.75%	30.00%	✓
St George	AA-	AA Category	\$ -	0.00%	30.00%	✓
Suncorp	A+	A Category	\$ 39,700,000	21.40%	25.00%	✓
Westpac	AA-	AA Category	\$ 56,041,560	30.21%	30.00%	✗
TOTAL			\$ 185,522,697	100%		

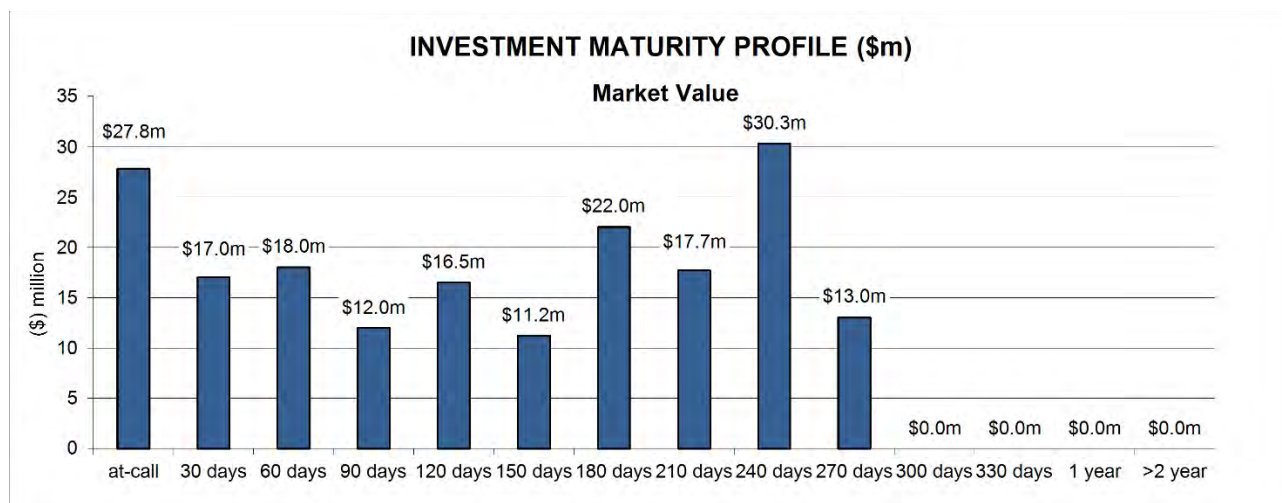
*Standard & Poor's ratings. Source: Policy No. CP-009: Investment of Funds

The City's investments were invested within the limits allowed within each category rating for April 2024.

Maximum Percentage of Average Investment Portfolio Balance				
Long Term Rating	Funds held at period end \$	Actual %	Limit Per Policy	
AAA Category	\$ -	0%	100%	✓
AA Category (AA+ to AA-)	\$ 109,380,107	59%	80%	✓
A Category (A+ to A-)	\$ 41,842,590	23%	50%	✓
BBB+ Category	\$ 34,300,000	18%	25%	✓
TOTAL	\$ 185,522,697	100%		

*Standard & Poor's ratings. Source: Policy No. CP-009: Investment of Funds

The below graph summarises the maturity profile of the City's investments at market value as at 30 April 2024. The immediacy of the demand for funds depends on the particular fund or reserve Account(s) of the City. The maturity profile provided in the table above meets the liquidity requirements of the Council policy.

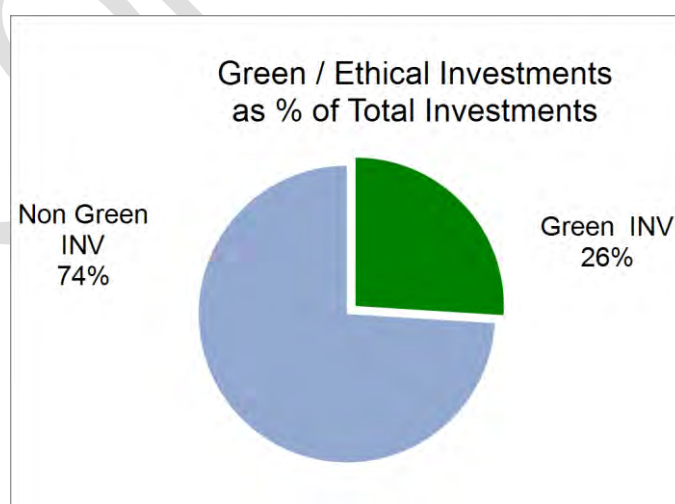


The City exercises a deliberative preference in favour of green/ethical investments. This preference will however only be exercised after the foremost investment considerations of credit rating, comparable rate and risk diversification are fully satisfied.

“Green investments” are authorised investment products made in authorised institutions that respect the environment by not investing in fossil fuel industries.

Environmental, Social & Governance Term Deposit (ESGTD) is a similar product to Green investments. ESGTD's provide the opportunity to invest in products that seek to mitigate environmental and social risks.

The total investment in authorised institutions as at 30 April 2024 was \$48,200,000 or 26% of total investment holdings being in non-fossil fuels institutions, compared to \$51,200,000 (26%) in March 2023. The total investments holding for April and March were \$185,522,697 and \$198,952,925 respectively.



Green / Ethical Investment with financial institutions			
Institution	Credit Rating	Credit Rating Category	Funds held at period end
Bendigo & Adelaide	BBB+	BBB+ Category	\$ 8,500,000
CBA	AA-	AA Category	\$0
Suncorp	A+	A Category	\$ 39,700,000
TOTAL			\$ 48,200,000

Green investments are invested in the two banks listed above, in accordance with the Council credit rating policy. Suncorp have indicated that they are unable to accept new money or process rollovers of Green /Ethical Investments. Their product will be withdrawn in October and December 2024.

The City continues active discussions with financial institutions in relation to the availability of ESGTD products. Westpac is in the process of developing a new “green” investment product however no commitment has been made regarding timing. There are currently no other ESGTD products available in the market that meet the City’s Investment Policy requirements.

ENGAGEMENT

This report is available to members of the public on the City’s website. A wide range of suitably credit rated Authorised Deposit-taking Institutions (ADI’s) were engaged with during the month in respect to the placement and renewal of investments.

SUSTAINABILITY IMPLICATIONS

Strategic

The interest earned on invested funds assists in addressing the following key priority area identified in The City of Melville Corporate Business Plan 2020-2024.

Priority Number One – “Restricted current revenue base and increasing/changing service demands impacts on rates”.

Risk

The Council’s Investment of Funds Policy CP-009 was drafted to minimise credit risk through investing in highly rated securities and diversification. The Policy also incorporates mechanisms that protect the City’s investments from undue volatility risk as well as the risk to reputation because of investments that may be perceived as unsuitable by the Community.

Environmental

When investing the City’s funds, a deliberative preference will be made in favour of authorised institutions that respect the environment by not investing in fossil fuel industries. This preference

will, however, only be exercised after the foremost investment considerations of credit rating, risk diversification and interest rate return are fully satisfied.

LEGISLATIVE AND POLICY ALIGNMENT

The following legislation is relevant to this report:

- Local Government (Financial Management) Regulations 1996 Regulation 19 – Management of Investments
- Trustee Act 1962 (Part 3)

Authorised Deposit-taking Institutions are authorised under the *Banking Act 1959* and are subject to Prudential Standards oversight by the Australian Prudential Regulation Authority (APRA).

The *Local Government (Financial Management) Regulations 1996* (regulation 19C) allows local governments to deposit funds for a fixed term of three years or less. Deposits of greater than one year may, depending on the shape of the yield curve, enable the City to achieve better investment returns.

POLICY IMPLICATIONS

Council Policy CP-009 – Investment of Funds provides guidelines with respect to the investment of City of Melville (the City) funds by defining levels of risk considered prudent for public monies. Liquidity requirements are determined to ensure the funds are available as and when required and take account of appropriate benchmarks for rates of return commensurate with the low levels of risk and liquidity requirements. The types of investments that the City has the power to invest in is limited by prescriptive legislative provisions governed by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Part III of the *Trustees Act 1962*.

FINANCIAL IMPLICATIONS

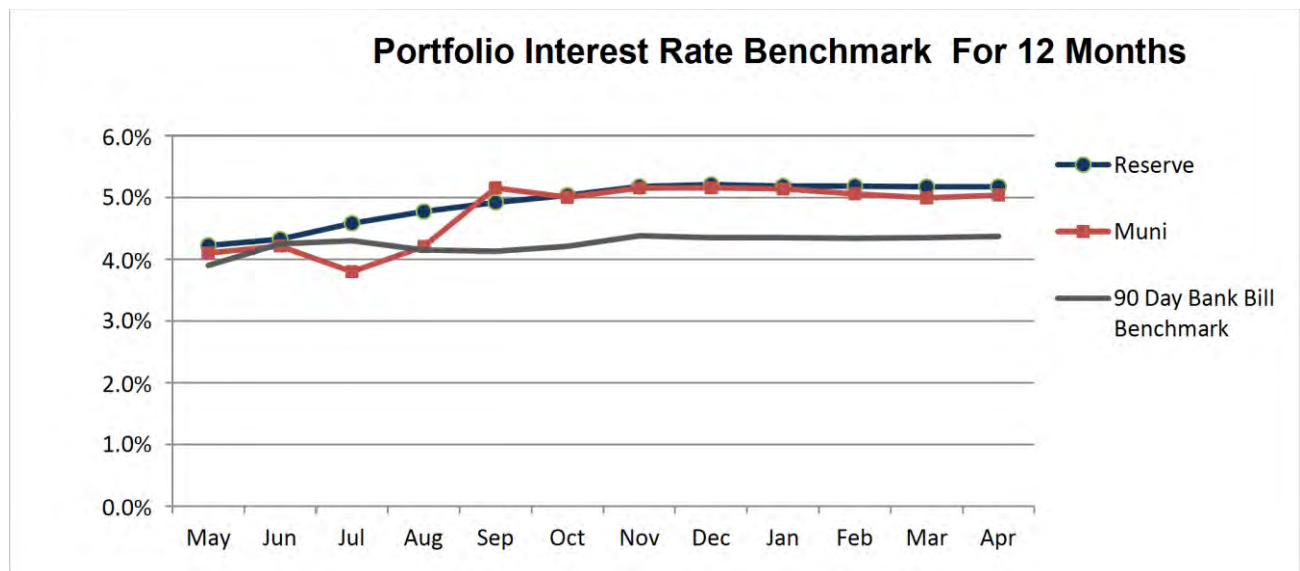
For the period ending 30 April 2024:

- Investment earnings on Municipal and Trust Funds were \$1,657,527 against a year-to-date budget of \$1,800,000 representing a negative variance of \$142,473.

The weighted average interest rate for Municipal and Trust Fund investments as at 30 April 2024 was 5.04% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 4.37%.

- Investment earnings on Reserve accounts were \$6,949,488 against a year-to-date budget of \$6,720,000 representing a positive variance of \$229,488.

The weighted average interest rate for Reserve account investments as at 30 April 2024 was 5.17% which compares favourably to the benchmark three month bank bill swap (BBSW) reference rate of 4.37%.



CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

C24/160 Schedule of Accounts Paid for April 2024

File Number:	
Responsible Officer:	Manager Financial Services
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. Payment Details April 2024 2. Card Payment Details April 2024

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

- This report presents the details of payments made under delegated authority (DA-035) to suppliers for the period of April 2024 and recommends that the Schedule of Accounts Paid be noted.

COUNCIL RESOLUTION AND OFFICER RECOMMENDATION (C24/160)

At 6:44pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council notes the Schedule of Accounts paid for the period April 2024 as approved by the Director Corporate Services in accordance with delegated authority DA-035, and detailed in the attachments to this report; Payment Details April 2024 (Attachment 1) and Card Payment Details April 2024 (Attachment 2).

At 6:45pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

PURPOSE

The Schedule of Payments for the month totals \$20,129,810. The report and the attached Schedule of Accounts Paid are presented for the Council's information.

STRATEGIC ALIGNMENT

Priority	5	Ensure long term financial sustainability
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/3	Identify opportunities for appropriate alternative revenue streams.
Outcome Indicator	2	Growth and Prosperity
	Goal 1	Achieve Economic Resilience

BACKGROUND

Delegated Authority DA-035 has been granted to the Chief Executive Officer to make payments from the Municipal and Trust Funds. This authority has then been on-delegated to the Director Corporate Services. In accordance with Regulation 13.2 and 13.3 of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council.

A total of \$10,378,228 direct creditor payments were paid during the month April, of which, 14% of payments were paid to suppliers located within the City of Melville and 34% to suppliers within the South West Metropolitan Region, compared to 15% and 29% of total of \$8,743,554 direct creditor payments made over March 2023 respectively.

The biggest payment of \$1,419,085 made during the month was the was the ESL payment to the Department of Fire and Emergency Services. Approximately 95% of supplier invoices are paid within 30 days of receipt of the invoices.

The list is to show each payment, payee name, amount and date of payment and sufficient information to identify the transaction.

CONSIDERATION

The Schedule of Accounts Paid for April including Payment Register numbers, Cheques: 858-858, Electronic Funds Transfers batches: 888-893, Trust Payments, Card Payments and Payroll will be distributed to the Elected Members of the Council in June 2024.

The below table details the Summary of Payments Made for the period:

SCHEDULE OF PAYMENTS MADE		
April 2024		
Payments made under Delegated Authority DA-035		
MUNICIPAL FUNDS - DIRECT CREDITOR PAYMENTS		
Cheques	Chq Payment Register No. 858	\$175.27
	Chq Payment on Restricted Funds Register No.	
	Less Cancelled Chqs	-
Electronic Funds Transfers	EFT Payment Register No. 888, 890, 891 and 893	\$10,106,966.07
	EFT Payment on Restricted Funds Register No. 889, 892 and 143	\$151,748.43
	Less Cancelled EFTs	(\$5,518.88)
		\$10,253,370.89
Direct Debits	Bank Fees	\$12,366.65
	Ampol Fuel	\$109,087.34
Direct Payments		\$3,402.77
	Total Direct Creditor Payments	\$10,378,227.65
Payroll	Total Pay 21 and 22	\$4,251,149.23
	Total Payroll	\$4,251,149.23
Cards	Westpac Corporate Cards	\$20,822.63
	Westpac Purchase Cards	\$79,610.16
	Total Card Payments	\$100,432.79
	Total Direct Creditor Payments from Municipal Account	\$14,729,809.67

Schedule of Payments Made continued.

INTERFUND & INVESTMENT TRANSACTIONS			
<i>Interfund Transfers</i>			
Loan			\$0.00
Citizen Relief Trust			\$0.00
Citizen Relief Operating			\$0.00
Municipal			(\$5,000,000.00)
Reserve			\$5,000,000.00
Trust			
<i>Total Interfund Transfers</i>			\$0.00
<i>New Municipal Investments</i>			
Westpac Bank	15/04/2024		\$2,600,000.00
Westpac Bank	19/04/2024		\$2,800,000.00
<i>Total New Investments</i>			\$5,400,000.00
Grand Total			\$20,129,809.67

Details of the payments are shown in Attachment 1.

[Any payment over and above \\$25,000 has been highlighted under the Payment Amount column in Attachment 1.](#)

A new Regulation (13A. of the Local Government (Financial Management) Regulations 1996 - Payments by Employees via Purchasing Cards) effective from 1 September 2023 requires that if a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month and is to be presented to the Council at the next Ordinary Meeting of the Council and is to be recorded in the minutes of that meeting.

The list of payments made using purchase cards during March 2024 and settled in April 2024 is provided as an attachment to this report.

ENGAGEMENT

There are no applicable engagement considerations presented as part of this report.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications presented as part of this report.

LEGISLATIVE AND POLICY ALIGNMENT

This report meets the requirements of the *Local Government (Financial Management) Regulations 1996* Part 2: General financial management (s.6.10) regulations 11, 12 & 13.

Procurement of Products and Services is conducted in accordance with Council Policy CP-023 and Systems Procedure 019 Purchasing and Procurement.

Regulation 13A was recently introduced to prescribe reporting for payments made by employees via purchasing cards. As with other payments, the Local Government must report payee name, amount date and sufficient information to identify the payment. The attached payment listings meet this requirement.

FINANCIAL IMPLICATIONS

Expenditures were provided for in the adopted Budget as amended by any subsequent Budget reviews and amendments.

CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

CONFIRMED

C24/161 Statements of Financial Activity for April 2024

File Number:	
Responsible Officer:	Manager Financial Services
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. Statement Nature Type April 2024 2. Rate Setting Program April 2024 3. Rate Setting Nature Type April 2024 4. Net Working Capital April 2024 5. Reconciliation Net Working Capital April 2024 6. Notes Rate Setting Statement April 2024 7. Summary Rate Debtors April 2024 8. Rates Collection Graph April 2024 9. General Debtors Aged 90 Days April 2024 10. Budget Amendments April 2024

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- This report presents the Statements of Financial Activity by Nature or Type and Rate Setting Statement by Program and Nature or Type for the period ending 31 March 2024 and recommends that they be noted by the Council; and
- Presents the variances for the month of March 2024 and recommends that they be noted by the Council; and
- Presents the Budget amendments required for the month of March 2024 and recommends that they be adopted by Absolute Majority decision of the Council.

COUNCIL RESOLUTION AND OFFICER RECOMMENDATION (C24/161)

At 8:35pm Cr T Fitzgerald moved, seconded Cr K Wheatland

That the Council:

1. **Notes the Rate Setting Statement and Statements of Financial Activity for the month ending 30 April 2024 as detailed in the following attachments:**
 - **Statement Nature Type April 2024 (Attachment 1); and**
 - **Rate Setting Program April 2024 (Attachment 2); and**
 - **Rates Setting Nature Type April 2024 (Attachment 3); and**
 - **Net Working Capital April 2024 (Attachment 4); and**
 - **Reconciliation Net Working Capital April 2024 (Attachment 5); and**
 - **Notes Rate Setting Statement April 2024 (Attachment 6); and**
 - **Summary Rate Debtors April 2024 (Attachment 7); and**
 - **Rates Collections Graph April 2024 (Attachment 8); and**
 - **General Debtors Aged 90 Days April 2024 (Attachment 9); and**
2. **By Absolute Majority Decision adopts the budget amendments, as detailed in the attached Budget Amendment Reports for April 2024 (Attachment 10).**

At 8:35pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (13/0)

PURPOSE

The attached financial reports reflect a positive financial position of the City of Melville as at 30 April 2024.

STRATEGIC ALIGNMENT

Priority	5	Ensure long term financial sustainability
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	P5/2	Advocate at National and State levels to maximise funding.
	P5/3	Identify opportunities for appropriate alternative revenue streams.
Outcome Indicator	2	Growth and Prosperity
	Goal 1	Achieve Economic Resilience

BACKGROUND

The Statements of Financial Activity for the period ending 30 April 2024 have been prepared and tabled in accordance with the *Local Government (Financial Management) Regulations 1996*.

Overall Summary of the City's Financial Position

- The City's total investments holding for April 2024 were \$ 185.5m of which the Municipal cash balance at the end of the month was \$30.3m and \$155m was held in reserve accounts, which are restricted to the defined purpose for which the reserve account was established.
- The investment in green/ethical term deposits as at 30 April 2024 was \$48.2m or 26% of total investment holdings, compared to \$51.2m (26%) in March 2024. Green/Ethical investments are invested in the three banks, in accordance with the council credit rating policy. Suncorp is unable to accept new term deposit or process rollovers of existing Green /Ethical Investments which will be withdrawn in October and December 2024.
- Rates raised as at April were \$102,530,897, compared to a year to date budget of \$102,782,725. The negative variance of (\$251,828) is due to interim adjustments in respect to both Commercial and Residential improved properties.
- Total debtor collections for April 2024 equalled \$0.86m. The Rates collection target was 93.6% and the actual collection is tracking slightly higher at 94.5%, compared to 94.6% for the same period in 2022-2023. The total outstanding debtors (including all rates and sundry debtors) is \$8.35m as of 30 April 2024.

CONSIDERATION

The attached reports have been prepared in compliance with the requirements of the legislation and Council policy. The three monthly reports that are presented are the:-

1. Statement of Financial Activity by Nature and Type
Provides details on the various categories of income and expenditure.
2. Rate Setting Statement by Program
Provides details on the Program classifications.
3. Rate Setting Statement by Nature or Type
Provides details on the Nature or Type classifications.

Variances

A detailed summary of variances and comments based on the Rate Setting Statement by Nature or Type is provided in attachments:

- (Attachment 1): Rate Setting Statement by Nature or Type
- (Attachment 6): Statement of Variances in Excess of \$100,000

Revenue

Rates raised as at April were \$102,530,897, compared to a year to date budget of \$102,782,725. The negative variance of (\$251,828) is due to slightly lower than budgeted interim adjustments in respect to both Commercial and Residential improved properties.

Rates Collection

SUMMARY OF RATE DEBTOR MOVEMENT					
Detail	Actuals Current Month YTD	Actuals Previous Month YTD	% Diff Current Mth to Previous Mth	Actuals This Month Last Year YTD	% Diff Current Mth to Current Mth Last Yr
Opening Balance - 1 July	4,487,816	4,487,816	0%	5,453,565	-18%
Debtors Raised	126,334,303	126,272,363	0%	120,249,749	5%
Payments Received	(123,388,732)	(122,520,182)	1%	(118,615,521)	4%
Closing Balance	7,433,388	8,239,997	-10%	7,087,793	5%

Total rate debtor collections for the month equalled \$868,550.

Sundry Debtor Movement

SUMMARY OF SUNDRY DEBTOR MOVEMENT					
Detail	Actuals Current Month YTD	Actuals Previous Month YTD	% Diff Current Mth to Previous Mth	Actuals This Month Last Year YTD	% Diff Current Mth to Current Mth Last Yr
Opening Balance - 1 July	901,439	901,439	0%	642,878	40%
Invoices Raised	5,128,231	4,397,706	17%	6,247,464	-18%
Receipts	(5,095,370)	(4,734,634)	8%	(5,856,538)	-13%
Prepayments	(9,868)	(2,588)	281%	(10,147)	-3%
Closing Balance	924,433	561,924	65%	1,023,658	-10%

Sundry debtor balances increased by \$362,509 over the course of April from \$561,924 to \$924,433 of which total 90-day sundry debtors for the month, including loans, is \$278,298, representing 30% of total sundry debtors.

Corporate Climate Action Plan

A summary of the expenditure associated with the City's climate action plan initiatives, compared to a year-to-date budget, is provided below. These costs encompass various activities aimed at reducing our carbon footprint and promoting sustainable practices across the City

Description	YTD Actuals	YTD Budget
Sustainability & Climate Action Salaries	389,389	418,726
Electric Vehicles	36,192	40,001
Micro Grid Project	26,795	30,000
Sustainability Initiatives	88,505	88,350
Total	\$540,880	\$577,077

Money Expended in an Emergency and Unbudgeted Expenditure

There was no money expended for the month of April 2024.

Budget Amendments

Details of Budget Amendments requested for the month of April 2024 that reflect effective changes to budgets are shown in Attachment 10 - Budget Amendments April 2024. Budget amendments that are purely administrative and detail movements between budget responsible officers are not included in the attachment. This reporting is aligned with legislative requirements.

Variances greater than \$100,000 processed in April 2024 are highlighted in the attachment.

Granting of concession or writing off debts owed to the City

Delegation DA-032 empowers the Chief Executive Officer (CEO) to grant concessions and write off monies owing to the City to a limit of \$10,000 for any one item. The CEO has partially on-delegated this to the Directors to write off debts or grant concessions to a value of \$5,000 and the Manager Financial Services to a value of \$1,000.

Sundry Debtors

There were no Sundry Debts written off for the month of April 2024.

Rate Debtors

There were no rate debts written off for the month of April 2024.

ENGAGEMENT

There are no applicable engagement considerations presented as part of this report.

SUSTAINABILITY IMPLICATIONS

The City of Melville (the City) has well developed business continuity plans in place and an Incident Response Team (IRT) to coordinate and plan the City's response to the significant situations as was the case with the COVID-19 crisis.

LEGISLATIVE AND POLICY ALIGNMENT

Local Government Act 1995 Division 3 – Reporting on Activities and Finance Section 6.4 – Financial Report.

Local Government (Financial Management) Regulation 1996 Part 4 – Financial Reports Regulation 34 requires that:

34. Financial activity statement report — s. 6.4

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
- (b) budget estimates to the end of the month to which the statement relates;*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.*

(2) Each statement of financial activity is to be accompanied by documents containing —

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
- (c) such other supporting information as is considered relevant by the local government.*

(3) The information in a statement of financial activity may be shown —

- (a) according to nature and type classification; or*
- (b) by program; or*
- (c) by business unit.*

(4) A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be —

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) recorded in the minutes of the meeting at which it is presented.*

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The variance adopted by the Council is 10% or \$100,000 whichever is greater.

Local Government Act 1995 Division 4 – General Financial Provisions Section 6.12; Power to defer, grant discounts, waive or write off debts.

The format of the Statements of Financial Activity as presented to the Council and the reporting of significant variances is undertaken in accordance with the Council's Accounting Policy CP-025.

FINANCIAL IMPLICATIONS**Variances**

Variances are detailed and explained in the attachment Notes Rate Setting Statement April 2024 (Attachment 6): Notes on Statement of Variances in excess of \$100,000 by Nature or Type.

CONSEQUENCE

There are no consequences or alternative options presented as part of this report.

CONFIRMED

C24/162 Common Seal June 2024

File Number:	
Responsible Officer:	Head of Governance
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	Nil

COUNCIL'S ROLE

Information: For the Council / Committee to note.

SUMMARY

This report details the documents to which the City of Melville Common Seal has been applied for the period from Tuesday, 16 April 2024 up to and including Monday, 20 May 2024 for the Council's noting. This is a standing report to the Council.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (C24/162)

At 6:44pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council notes the actions of the Mayor and the Chief Executive Officer in executing the documents listed under the Common Seal of the City of Melville from Tuesday, 16 April 2024 up to and including Monday, 20 May 2024..

At 6:45pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

PURPOSE

Section 2.5 of the *Local Government Act 1995* states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it and the Mayor and the Chief Executive Officer (CEO) attest the affixing of the seal.

The following documents were affixed with common seal during the period Tuesday, 16 April 2024 up to and including Monday, 20 May 2024.

Register Reference	Parties	Description	ECM Reference
CS2227	City of Melville and H2 Conveyancing	CEO Sign Off for Notification Section 70A, DA-2023-1033 Two Storey Grouped Dwelling - 34 Conan Road Applecross - Lot situated in vicinity of transport corridor	DA-2023-1033
CS2228	City of Melville and 37 Ardross Street Pty Ltd	No. 37 (Lot 662) Ardross Street, Applecross - Replacement Agreement between the buyer & City of Melville – Grant of Easement	7952267
CS2229	City of Melville and Department of Primary Industries & Regional Development	Agreement between the City of Melville and Department of Primary Industries and Regional Development for Bicton Swimming Closure funding	8013708

CONSEQUENCE

This is a standard report for the Elected Members that details the documents to which the City of Melville Common Seal has been applied for the period from Tuesday, 16 April 2024 up to and including Monday, 20 May 2024 for the Council's noting.

STRATEGIC ALIGNMENT

Priority	There are no applicable priorities in relation to this report.
Outcome Indicator	There are no applicable outcome indicators in relation to this report.

LEGISLATIVE AND POLICY ALIGNMENT

The use of the Common Seal is provided for the information of the Council.

8:35pm
18/06/2024

Cr J Edinger having disclosed a financial interest in Item C24/163 (detailed in Item 5) left the meeting.

C24/163 RFT232420 - Construction of Goolugatup Stage 1 Yarning Circle and Surrounds

File Number:	
Responsible Officer:	Director Environment & Infrastructure
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest.
Attachments:	1. CTAU Minutes - 21 May 2024 (confidential) (under separate cover)

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- This report is presented to Council to recommend the acceptance of a request submitted for RFT232420 Construction of Goolugatup Stage 1 Yarning Circle and Surrounds.

COUNCIL RESOLUTION AND OFFICER RECOMMENDATION (C24/163)

At 8:36pm Cr T Fitzgerald moved, seconded Cr K Wheatland

- That the Council endorse the recommendations as contained in the confidential attachment to this report, RFT232420 Contract and Tender Advisory Unit Minutes; and**
- Upon resolution of the recommendation, directs that the successful respondents' names be inserted below this point 2, awarded;**

Phase 3 Landscape Construction Pty Ltd,

ABN 55 126 011 621

At 8:46pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (8/4)

Yes (8): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Karen Wheatland, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (4): Crs Nicole Robins, Clive Ross, Jennifer Spanbroek and Matthew Woodall

PURPOSE

The Contract and Tender Advisory Unit (CTAU) is satisfied that the recommended supplier meets the City's qualitative requirements and represents value for money. The City of Melville ("City") is seeking a suitably qualified and experienced Contractor to carry out the Construction of Goolugatup Stage 1 Yarning Circle and Surrounds.

The CTAU's recommendation is now being presented to Council for their approval.

STRATEGIC ALIGNMENT

Priority	1	Ensure the improvement of sustainability of our environment
	P1/1	Protect and improve our natural assets to enhance our environment
	P1/3	Advocate and utilize the Nation and State level policies to protect and enhance the biodiversity of our environment and natural assets.
	2	Improve the approach for diverse and sustainable urban development and infrastructure
	P2/1	Implement innovate, efficient and appropriate initiatives that support community centred infrastructure within integrated transport solutions.
	P2/2	Enhance amenity and vibrancy through placemaking and creating well designed and attractive public spaces.
	P2/3	Optimise the capability and liveability of activity centres with consideration to the expectations of our community.
	P2/4	Enhance regulatory and approval frameworks to ensure sustainable building infrastructure.
	3	Empower the voices of our diverse community by strengthening engagement
	P3/1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
	4	Support healthy lifestyles and wellbeing
	P4/1	Invest strategically in local infrastructure and built environments that support physical activity and healthy lifestyles.
	P4/2	Increase advocacy and partnerships for identified needs relating to community health, safety and security.
	P4/3	Empower inclusive participation and support for sports and community groups.
	P4/4	Support National, State and community efforts to assist people in need.
	5	Ensure long term financial sustainability
	P5/2	Advocate at National and State levels to maximise funding.
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
	6	Encourage local economic development
	P6/2	Support opportunities for not-for-profit and social enterprise.
Outcome Indicator	There are no applicable outcome indicators in relation to this report.	

BACKGROUND

The City is seeking a suitability qualified and experienced contractor for undertaking extensive landscape and interpretation design project to revitalise a rare site on the foreshore with the aim of creating a beautiful space and improved ecology that supports diverse recreation, cultural engagement, and community enjoyment. This is a culturally significant site for the Whadjuk and Noonger people.

The Goolugatup Lower Lands project will be developed in stages, with the Yarning Circle and surrounds associated with the first stage and made possible with grant funding provided through the Commonwealth Government's Local Roads and Community Infrastructure (LRCI) program.

Further information on the project, vision, concept plan and supporting information is available on the City's website via the link <https://www.melvillecity.com.au/our-city/connect-with-us/melville-talks/community-engagements/heathcote-goolugatup-lowerlands>

The CTAU Meeting Minutes included as a confidential attachment to this report is additionally available to Elected Members on the Elected Members Portal.

CONSIDERATION

Responses were received from the following organisations:

- Phase 3 Landscape Construction Pty Ltd
- Schlager Group Pty Ltd

All Respondents properly addressed the Compliance and Disclosure Requirements and were processed through to Qualitative Assessment.

The City set the following qualitative criteria and weightings:

Demonstrated Experience	30%
Capacity to Deliver	20%
Environmental Sustainability	20%
Methodology	30%
Total	100%
Percentage to be shortlisted	60%
Price	Non-weighted

The recommended Respondent achieved a qualitative score of 84.44% against the following criteria:

I. Demonstrated Experience

The Respondent provided the required information against this criterion. Examples provided were relevant to the services that will be delivered under this Contract, and they have experience with Local Government.

II. Capacity to Deliver

The Respondent provided the required information against this criterion.

The key personnel have relevant qualifications and a good level of experience in similar projects.

III. Environmental Sustainability

The Respondent provided the required information against this criterion.

They provided their certifications, environmental policy, minor environmental initiatives and minor actions to mitigate negative environmental impact.

IV. Methodology

The Respondent provided the required information against this criterion.

They satisfactorily addressed the entire methodology question.

The Evaluation Panel reviewed all Respondents' offers and prepared an Evaluation Report, identifying the recommended Respondent.

The recommendation was supported by the Contract and Tender Advisory Unit (CTAU) and is put forward as part of the recommendation to the Council.

The Evaluation Report and associated confidential attachments were distributed to Elected Members under confidential cover.

ENGAGEMENT

No community or external engagement has been required or undertaken as part of this request.

SUSTAINABILITY IMPLICATIONS

The tender specification included a 20% qualitative weighting for Social and Environmental Procurement, with the preferred tenderer achieving a higher ranking due to a range of social and environmental initiatives being undertaken. The City will also be working with the successful tenderer to incorporate the use of sustainable materials where feasible.

LEGISLATIVE AND POLICY ALIGNMENT

This request has been considered with regards to the following policies and legislative requirements:

- CP-023 Procurement of Products and Services
- *Local Government (Functions and General) Regulations 1996 Section 3.57 11 (1)*

“A Local Government is quired to invite tenders before it enters into a contract for another person to supply goods or services”.

FINANCIAL IMPLICATIONS

Any relevant financial implications are detailed in the confidential attachment to this report.

CONSEQUENCE

No alternative options or consequences are presented as part of this report.

CONFIRMED

C24/164 Consideration and Adoption of the 2024-2025 Budget

For the convenience of staff in attendance, item C24/164 Consideration and Adoption of the 2024-2025 Budget has been brought forward in the agenda – [please see page 17](#).

CONFIRMED

Community Development**CD24/21 Response - Petition Leeming Community Men's Shed**

File Number:	
Responsible Officer:	Director Community Development
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- A petition signed by 15 residents of the City of Melville and 2 non-residents was submitted on 30 October 2023 requesting that the Council consider a location for a Leeming Community Men's Shed in the redevelopment of John Connell Reserve.
- The petition reads as follows:
"We, the undersigned, all being electors of the City of Melville, respectfully request that the Council, please consider a location for a Leeming Community Men's Shed in the Redevelopment of John Connell Reserve."

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (CD24/21)

At 8:47pm Cr J Spanbroek moved, seconded Cr M Woodall

1. **That the Council note stakeholder engagement is presently underway to inform a City-wide Community Infrastructure Strategy for Council consideration in late 2024. This Strategy will make recommendations to the Council in relation to current and future requirements for all community buildings; and**
2. **Notes that all requests for new community infrastructure/buildings should be informed by the Community Infrastructure Strategy; and**
3. **Requests the CEO advise the lead petitioner that the proposal for a Leeming Community Men's Shed, at John Connell Reserve, is being considered as part of the Community Infrastructure Strategy.**

At 8:47pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

PURPOSE

The purpose of this report is to respond to the petition submitted to Council on 30 October 2023 requesting council consider a location for a Leeming Community Men's Shed in the redevelopment of John Connell Reserve. The petition was signed by 15 residents of the City of Melville and 2 non-residents.

STRATEGIC ALIGNMENT

Priority	3	Empower the voices of our diverse community by strengthening engagement
	P3/1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
Outcome Indicator	5	Sense of Community
	Goal 2	Participation and Inclusion

BACKGROUND

On 15 August 2023 at the Ordinary Council Meeting, the Council resolved:

The Council requests that:

The CEO prepare a report on the feasibility of a Community Men's Shed at the John Connell Reserve Leeming or another suitable area to be presented at an Elected Member Engagement Session (EMES) before year end.

Subsequently, at the 27 November 2023 Elected Member Engagement Session City Officers confirmed the following key points:

- The City currently has two Community Men's Sheds operating within its boundaries.
 - o The Melville Community Men's Shed, which commenced activities in July 2022. The group has exclusive access to a facility provided by the City of Melville in Myaree.
 - o The Men's Shed situated adjacent to the Bicton Uniting Church which has been a tenant of the Church since June 2010 and will continue occupying its current location as a long-term arrangement.
- City Officers are currently developing the City of Melville Community Infrastructure Strategy which is an analysis of existing community, sporting, and cultural buildings to better understand present and future community needs for these facilities. Through extensive community and stakeholder engagement, these investigations will provide valuable insights to the Council regarding overall community requirements and the necessary infrastructure enhancements. Community Men's Sheds are a key inclusion within the Strategy.

COMMENT

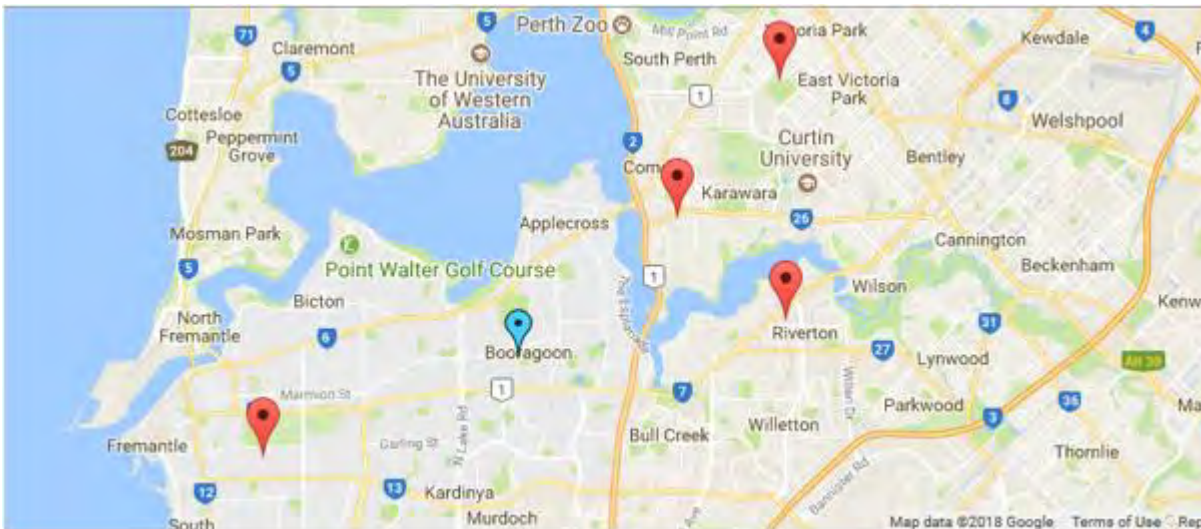
The consideration of a Community Men's Shed in Leeming will form part of the City of Melville Social Infrastructure Strategy engagement process which commenced in April 2024. An independent consultant had been appointed to lead the documentation of this Strategy.

The Social Infrastructure Strategy along with the Active Reserve Infrastructure and Cultural Infrastructure Strategies will inform an overarching Community Infrastructure Strategy to be presented to Council for consideration later this year.

CONSIDERATION

There are two Men's Sheds currently located in the City of Melville – at Bicton and Melville. In addition, adjacent local governments have Men's Sheds in near proximity.

Men's Sheds within a 10km radius of Melville Civic Centre



It is recommended that the request to locate a Leeming Community Men's Shed in the redevelopment of John Connell Reserve be considered as part of the broader development of the Social Infrastructure Strategy. However, should the need for a Community Men's Shed in Leeming be identified as an outcome of the broader City of Melville Community Infrastructure Strategy, a potential location within John Connell Reserve has been identified and is indicated in the image highlighted in yellow below.



ENGAGEMENT

As part of the development of the Social Infrastructure Strategy extensive engagement will be undertaken with key internal and external stakeholders.

SUSTAINABILITY IMPLICATIONS

To be determined on outcome of engagement process and Council decision to progress the proposed Community Infrastructure Strategy

LEGISLATIVE AND POLICY ALIGNMENT

Overarching Community Infrastructure Strategy in development.

FINANCIAL IMPLICATIONS

There are no financial implications presented as part of this report.

CONSEQUENCE

This report recommends that the request for a Leeming Men's Shed, located at John Connell Reserve be considered as part of the Community Infrastructure Strategy, that is currently being undertaken. The outcome of this Strategy will provide the necessary considerations for the Council to fully consider the request the subject of the petition against overall community requirements and community infrastructure enhancements.

At 8:47pm, Ms N Wu left the meeting.

At 8:47pm, Cr K Wheatland left the meeting.

At 8:48pm, Ms N Wu returned to the meeting.

At 8:48pm, Cr K Wheatland returned to the meeting.

At 8:48pm, Cr N Robins left the meeting.

CONFIRMED

CD24/22 Christmas Lights Review

File Number:	
Responsible Officer:	Director Community Development
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- This item presents a review of the 2023 Christmas Lights displays and consideration for future Christmas Lights.
- This was a result of the 19 September 2023 Ordinary Meeting of Council – Council Resolution (CD23/8) for Christmas lights displays in the City of Melville.
- The two locations trialled in 2023 had mixed success and so officers are recommending continuing with the same scale of Christmas Lights at the successful location and scaling back the display for the other.
- Funding for Christmas lights was investigated; however, no opportunities were identified for 2024, however officers will continue to investigate different funding options.

OFFICER RECOMMENDATION

That the council:

1. Endorse the allocation a budget of \$30,000 for Christmas light displays, starting from 2024-25 at the below locations:
 - (a) Entry statement at Canning Bridge – Apex Reserve
 - (b) Welcome statement at the City of Melville, Civic Centre; and
2. Note that the future budget for Christmas Light displays be considered as part of the Annual Budget process from 2025-26 onwards.

Procedural Motion**COUNCIL RESOLUTION (CD24/22)**

At 8:47pm Cr G Barber moved, seconded Cr T Fitzgerald

That the item be deferred to be discussed at an Elected Members Engagement Session with a report back to the Ordinary Meeting of Council to be held on 20 August 2024, which is to include additional information and guidance discussed at the Elected Member Engagement Session.

At 8:47pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

Reasons for the Motion as Provided by Cr G Barber

1. When the item was discussed at the Agenda Briefing Forum held on Tuesday, 11 June 2024 there was much discussion by Elected Members.
2. There was discussion around options to expand the Christmas lights project – Palmyra, Kardinya and Murdoch.
3. Question on why the budget was cut for the Christmas lights project.
4. Would like more discussion at an information session.

PURPOSE

Following the inaugural Christmas light displays trial in December and January 2023, this item provides information on the community response to the displays and a recommendation for future displays.

STRATEGIC ALIGNMENT

Priority	4	Support healthy lifestyles and wellbeing
	P4/1	Invest strategically in local infrastructure and built environments that support physical activity and healthy lifestyles.
Outcome Indicator	5	Sense of Community
	Goal 3	Place Activation and Liveability

BACKGROUND

At the March 2023 Ordinary Meeting of Council, it was resolved that a report be prepared into the feasibility a Christmas Display of lights (or other) at a key or key areas within the City. Subsequently three options were presented for consideration by Council at the 19 September 2023 Ordinary Meeting of Council:

The options included:

1. Capital infrastructure project: The hire, installation and maintenance of lights and decorations to be placed in one of the City's business centre locations for the month of December.
2. Community engagement, artist led project: Six local schools work with an artist to each create a single temporary public artwork which is displayed and lit as a walking trail in one of the City's parks for the first two weeks of December.
3. Business engagement, artist led project: Pairing ten artists with ten selected businesses located in one of the City's business centre locations to design and install a window display for the month of December.

An alternative Motion was endorsed supporting Option One and trial a Christmas Light display adopting a budget of up to \$48,000 to be funded from the Rates Equalisation Reserve for implementation during that Christmas period. (1 December 2023 – 1 January 2024) and for the CEO to investigate grant funding to supplement Christmas Lights in 2024 and beyond.

CONSIDERATION

The Christmas light displays were arranged in two locations; Canning Bridge Apex Reserve as a key entry statement and at the front of the City of Melville Civic Centre. The lights were on display between December 2023 and January 2024. Locations were selected in terms of accessibility and logistics.

Officers hired the lights within the allocated budget of \$48,000.

Overall, the lights display worked towards creating a festive and vibrant atmosphere during the Christmas period, particularly through social media posts generated by the City and community members sharing photos taken with the displays.

The Canning Bridge display was very successful in terms of community interaction with the lights. Whilst it was not possible to conduct a head count, it was observed the light display that attracted more people to the precinct and many people were interacting with the display by taking photos and looking at the displays from various angles.

Unfortunately, the City of Melville Civic Centre had less community participation with the display. This is most likely because the location does not already feature night-time activity like the Canning Bridge precinct does.

However, the connection of the City of Melville with the festive season through a small display of lights within the Civic Centre area has strong merit and so officers suggest continuing with a light display at this venue, albeit on a smaller scale than in 2023. Furthermore, in the future, the new Civic Centre will be a perfect location for a Christmas lights display with a central high street and night activation. This could also be an excellent opportunity to partner with Westfield Booragoon in the future.

In terms of funding for Christmas Lights, City Officers undertook an analysis of funding options for Christmas Lights displays across other local governments. It was discovered that most local governments that have Christmas light displays were fully funded by the local authority. The major exception being the City of Perth and City of Mandurah that receive Lotterywest funding as part of their events and tourism funding.

The City of Melville receives Lotterywest funding for its community events and initial enquires indicate that this will not increase with the additional of the Christmas Lights displays.

One local government had sought commercial sponsorship with naming rights to the Christmas lights display. Other local governments didn't host lights display but instead encouraged their community to participate by lighting up their homes and businesses.

Officers will continue to look for funding opportunities, either through grants or partnerships/sponsorship, for future Christmas Light displays.

ENGAGEMENT

There were five responses to the Light Up Melville Engagement, three responses in support, one unsure and the fifth not in support of the displays. This is a very limited sample of our population although the engagement was widely promoted.

SUSTAINABILITY IMPLICATIONS

The Christmas Lights are predominantly plastic and currently no solar options on this commercial scale the use of electricity is also considered a negative environmental impact.

Socially and economically the Christmas Lights have a favourable impact as the displays bring people together, contributing to a strong sense of community, Businesses also benefit from the displays from increase foot traffic and dwell time.

LEGISLATIVE AND POLICY ALIGNMENT

There are no legislative and policy alignment implications presented as part of this report.

FINANCIAL IMPLICATIONS

Following the trial, it is recommended that the lights display at Canning Bridge remain similar to the scale of the display in the 2023 trial and the Civic Centre display be reduced in scale. Therefore, a reduced budget is recommended for 2024.

Officers would contract the hire and installation of lights and decorations with a Christmas motif in Canning Bridge, Apex Reserve and a small welcome installation at the City of Melville Civic Centre with a budget of \$30,000.

It is also recommended that the future budget for Christmas Light displays be considered by Council as part of the Annual Budget process from 2025-26 onwards.

CONSEQUENCE

Community consultation received was very limited and the concerns raised where financial, whether this was an appropriate role of local government and religious. These are the potential risks in terms of public criticism of the Council if Christmas light displays are to become an annual occurrence or increase significantly in scale.

There are also the environmental impacts that are outlined in the sustainability section.

CD24/23 Deferred Consideration of Netball and Multi Use Indoor and Outdoor Courts Needs Assessment

File Number:	
Responsible Officer:	Director Community Development
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this item has a declarable interest in the matter.
Attachments:	Nil

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- At the Ordinary Meeting of Council (OMC) held on 15 August 2023, the Council resolved: *"That the Council directs the CEO to prioritise the Netball and Courts Needs Assessment Plan / Report that was approved in the 2023/2024 budget and bring the final report back to Council no later than the June 2024 Ordinary Meeting of Council."*
- This report seeks to defer this matter for consideration no later than the October 2024 Ordinary Meeting of Council.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (CD24/23)

At 6:44pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the Council notes that the Netball and Multi Use Indoor and Outdoor Courts Needs Assessment will be presented to an Ordinary Meeting of Council no later than October 2024.

At 6:45pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY EN BLOC (13/0)

PURPOSE

The purpose of this report is to advise the Council of a delay in presenting the Netball and Multi Use Indoor and Outdoor Courts Needs Assessment. A Council resolution intended this matter to be considered at the June 2024 Ordinary Meeting of Council. This report advises the Council that this matter will be presented to the Ordinary Meeting of Council no later than October 2024.

STRATEGIC ALIGNMENT

Priority	There are no applicable priorities in relation to this report.
Outcome Indicator	There are no applicable outcome indicators in relation to this report.

BACKGROUND

At the 15 August 2023 Ordinary Meeting of Council, the Council resolved that:

That the Council directs the CEO to prioritise the Netball and Courts Needs Assessment Plan / Report that was approved in the 2023/2024 budget and bring the final report back to Council no later than the June 2024 Ordinary Meeting of Council.

The plan is to include:

- 1. An indoor and outdoor multi use hard court plan that will accommodate the current and future needs of netball and other complimentary sporting activities in Melville.***

In accordance with the resolution of Council, the Netball and Multi Use Indoor and Outdoor Courts Needs Assessment was intended to be presented to Council by June 2024. However, the administration is seeking to delay consideration of this matter to no later than October 2024 Ordinary Meeting of Council.

The reason for the delay is that the procurement of consultancy services to conduct the Needs Assessment attracted a significant number of submissions, extending the time to award the contract.

This additional time will allow thorough engagement with local stakeholders whose views are critical to inform the Needs Assessment.

CONSIDERATION

Officers had planned to present the Needs Assessment report at the June 2024 Ordinary Meeting of Council. However, further work is required to be undertaken prior to presenting this item to the Council.

ENGAGEMENT

No engagement with the community is required in regard to this matter.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with the deferral of this item.

LEGISLATIVE AND POLICY ALIGNMENT

There are no legislative or policy implications associated with the deferral of this item.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the deferral of this item.

CONSEQUENCE

There are no consequences or alternative options associated with this item.

Environment and Infrastructure

At 8:51pm, Cr N Robins returned to the meeting.

E24/38 RFT232414 Supply of In-Situ Concrete

File Number:	
Responsible Officer:	Director Environment & Infrastructure
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No Officer involved in the preparation of this report has a declarable interest in this matter.
Attachments:	1. CTAU Minutes 14 May 2024 (confidential) (under separate cover)

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- This report is presented to the Council to recommend the acceptance of a request submitted for RFT232414 Supply of In-Situ Concrete.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (E24/38)

At 8:50pm Cr K Wheatland moved, seconded Cr D Lim

- That the Council accepts the recommendations as contained in the confidential attachment to this report, RFT232414 Contract and Tender Advisory Unit Minutes (Attachment 1); and
- Upon resolution of the recommendation, directs that the successful respondents' names be inserted below this point 2, awarded;

Dowsing Group Pty Ltd

ABN: 60 617 211 935

At 8:50pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (13/0)

PURPOSE

The Contract and Tender Advisory Unit (CTAU) is satisfied that the recommended supplier meets the City's qualitative requirements and represents value for money. The City of Melville ("City") is seeking a suitably qualified and experienced Contractor to carry out the Supply and Lay of In-situ Concrete Pavements

The CTAU's recommendation is now being presented to Council for their approval.

STRATEGIC ALIGNMENT

Priority	There are no applicable priorities in relation to this report.
Outcome Indicator	There are no applicable outcome indicators in relation to this report.

BACKGROUND

The City is seeking a suitability qualified and experienced contractor for Supply of In-Situ Concrete. The CTAU Meeting Minutes included as a confidential attachment to this report is additionally available to Elected Members on the Elected Members Portal.

CONSIDERATION

Responses were received from the following organisations:

- Dowsing Group Pty Ltd
- Pennant Construction Pty Ltd T/AS The Trustee for the Pennant Unit Trust

All Respondents properly addressed the Compliance and Disclosure Requirements and were processed through to Qualitative Assessment.

The City set the following qualitative criteria and weightings:

Demonstrated Experience	25%
Capacity to Deliver	30%
Sustainable / Social Procurement	20%
Methodology	25%
Total	100%
Percentage to be shortlisted	60%
Price	Non-weighted

The recommended Respondent achieved a qualitative score of 95.56% against the following criteria:

I. Demonstrated Experience

The Respondent provided the required information against this criterion. Examples provided were relevant to the services that will be delivered under this Contract, and they have experience with Local Government.

II. Capacity to Deliver

The Respondent provided the required information against this criterion.

The key personnel have relevant qualifications and a good level of experience in similar projects.

III. Sustainable / Social Procurement

The Respondent provided the required information against this criterion.

They provided their certifications, environmental policy, minor environmental initiatives and minor actions to mitigate negative environmental impact.

IV. Methodology

The Respondent provided the required information against this criterion.

They satisfactorily addressed the entire methodology question.

The Evaluation Panel reviewed all Respondents' offers and prepared an Evaluation Report, identifying the recommended Respondent.

The recommendation was supported by the Contract and Tender Advisory Unit (CTAU) and is put forward as part of the recommendation to the Council.

The Evaluation Report and associated confidential attachments were distributed to Elected Members under confidential cover.

ENGAGEMENT

No community or external engagement has been required or undertaken as part of this request.

SUSTAINABILITY IMPLICATIONS

The tender specification included a 20% qualitative weighting for Social and Environmental Procurement, with the preferred tenderer achieving a higher ranking due to a range of social and environmental initiatives being undertaken by the organisation. The City will also be working with the successful tenderer to investigate and incorporate materials re-use and materials recycling opportunities where feasible.

LEGISLATIVE AND POLICY ALIGNMENT

This request has been considered with regards to the following policies and legislative requirements:

- CP-023 Procurement of Products and Services
- *Local Government (Functions and General) Regulations 1996 Section 3.57 11 (1)*

“A Local Government is quired to invite tenders before it enters into a contract for another person to supply goods or services”.

FINANCIAL IMPLICATIONS

Any relevant financial implications are detailed in the confidential attachment to this report.

CONSEQUENCE

No alternative options or consequences are presented as part of this report.

CONFIRMED

Urban Planning**UP24/37 Neighbour Dispute Mediation Policy**

File Number:	
Responsible Officer:	Manager Strategic Urban Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter.
Application Number:	Not Applicable
Applicant:	Not Applicable
Owner:	Not Applicable
Proposal:	Neighbour Dispute Mediation Policy
Attachments:	1. Draft Neighbour Dispute Mediation Policy 2. Engagement Report 3. Advertised Neighbour Dispute Mediation Policy

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- On 15 August 2023, the Council passed a Notice of Motion requesting a report be prepared and presented back to the December 2023 OMC, on the benefits and implications of establishing a Neighbour Dispute Mediation Policy.
- The investigation was undertaken and a report addressing the above was presented to Council on the 12 December 2023 (UP23/28). The Council subsequently passed a resolution to prepare the Neighbour Mediation Council Policy in accordance with the recommendations outlined in the report.
- A draft mediation policy was prepared and presented to Council at the 19 March 2024 OMC (UP24/34). The Council initiated public consultation of the policy and determined for the outcome of the consultation process and the recommendations to be presented back to the Council (current step).
- The proposed policy was advertised for 30 days, and 40 submissions were received. Based on the terminology in the engagement approach, a total of 5 people (12.5%) love the policy, 16 people (40%) like the policy, 11 people (27.5%) can live with the policy and 8 people (20%) don't like the policy.
- Where considered appropriate to do so, the draft policy has been updated in response to the community's feedback and is attached for the Council's consideration (Attachment 1).
- It is recommended that the Council adopt the updated policy with a commencement date of September 2024 to allow staff time to prepare necessary workflows, liaise with a preferred service provider, and to train key staff on the process.

Alternative Motion**COUNCIL RESOLUTION**

At 8:50pm Cr J Spanbroek moved, seconded Cr M Woodall

That the Council:

1. **Note the City of Melville's preparation of the Neighbour Dispute Mediation Policy as requested by Council at the December 2023 Ordinary Meeting of Council (UP23/28)**
2. **Refuse to adopt the Neighbour Dispute Mediation Policy for the following reasons:**
 - (a) **It's not the City's role to facilitate mediation between neighbours in dispute.**
 - (b) **The cost and resources required to implement the policy is significant and is considered a burden to ratepayers and the administration.**
 - (c) **Neighbours in dispute have other dispute resolution processes available to them that may be pursued.**

At 11:46am the Presiding Member declared the motion.

LOST (4/9)

Yes (4): Crs Nicole Robins, Jennifer Spanbroek, Matthew Woodall and Terry Lee

No (9): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Jane Edinger, Clive Ross, Karen Wheatland, Daniel Lim, Soo Hong and Scott Green

OFFICER RECOMMENDATION

At 9:12pm Cr T Fitzgerald moved, seconded Cr G Barber

That the Council adopt the Neighbour Dispute Mediation Council Policy as updated (Attachment 1), to come into effect on the 18 September 2024, in accordance with the details outlined in this report.

Amendment**COUNCIL RESOLUTION**

At 9:12pm Cr N Robins moved, seconded Cr J Spanbroek

That the officer recommendation is amended to include the words "subject to modifying the policy so that its implementation is funded on a user-pay basis."

At 9:19pm the Presiding Member declared the motion.

CARRIED (7/6)

Yes (7): Crs Nicole Robins, Jennifer Spanbroek, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (6): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Jane Edinger, Clive Ross and Karen Wheatland

Substantive Motion As Amended**COUNCIL RESOLUTION (UP24/37)**

At 9:12pm Cr T Fitzgerald moved, seconded Cr G Barber

That the Council adopt the Neighbour Dispute Mediation Council Policy as updated (Attachment 1), to come into effect on the 18 September 2024, in accordance with the details outlined in this report, subject to modifying the policy so that its implementation is funded on a user-pay basis.

At 9:22pm the Presiding Member declared the motion.

CARRIED (13/0)

Yes (13): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Jane Edinger, Nicole Robins, Clive Ross, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (0): Nil

PURPOSE

The purpose of this report is to provide the Council with a summary of the community feedback received on the draft Neighbour Dispute Mediation Policy, and for the Council to consider suggested updates to the policy. The Council may choose to adopt, amend or refuse to adopt the updated Neighbour Dispute Mediation Policy.

STRATEGIC ALIGNMENT

Priority	3	Empower the voices of our diverse community by strengthening engagement
	P3/1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
	5	Ensure long term financial sustainability
	P5/1	Undertake efficiency improvements to maximise cost effectiveness.
Outcome Indicator	5	Sense of Community
	Goal 2	Participation and Inclusion

BACKGROUND

In August 2023, the Council determined that a report on the benefits and implications of establishing a Neighbour Dispute Mediation Policy should be prepared. The purpose of the mediation policy would be to establish that the Council is supportive of resolving a range of neighbourhood disputes and to put in place a framework to define the City's role in facilitating dispute resolution through independent mediation.

The investigations were to include defining the purpose of the policy, details of matters suitable for mediation, governance considerations and research on other established policies within a local government context. The investigation was undertaken and a report addressing these items was presented to the Council on the 12 December 2023 (UP/23/28).

At the 12 December 2023 meeting, the Council passed a resolution to formally prepare the Neighbour Mediation Council Policy in accordance with the recommendations outlined in the report for consideration. The recommendations in the report suggested that the policy scope is to include both regulatory and civil matters and that the City can fund up to 3 sessions on a 'pay as you go' rate.

The mediation policy was prepared and presented to the Council in March 2024 OMC (UP24/34). At this same time, the City improved and expanded the information available on the City's webpage ([here](#)) to include:

- Guidance on how to approach your neighbour if you have a dispute,
- Information on the issues that can't be resolved by the City, including who the responsible agency is and how to contact them, and
- Mediation services that are available to the public if issues are not resolved.

At the March 2024 meeting, the Council considered the policy and resolved to advertise the draft policy with an understanding that the outcome of the consultation process and the recommendations would be presented back to Council (current step).

CONSIDERATION

The draft neighbour mediation policy was advertised for a period of 30 days from 21 March to 21 April 2024. During this period 40 submissions were received, when asked what they thought of the policy, 5 submitters (12.5%) picked that they 'loved' the policy, 16 people (40%) 'liked' the policy, 11 people (27.5%) 'can live' with the policy and 8 people (20%) 'didn't like' the policy. Most people who indicated they can live with the policy supported the policy in principle but had some suggested changes. Based on this feedback, the submissions are 80% in support of a policy (subject to changes) and 20% against having a policy or who don't like it.

As a result of the feedback received, and on advice from the City's governance team, the policy has been restructured to be more succinct and focus specifically on the City's role in advancing issues to mediation. The previous content in relation to the friendly neighbour initiatives, and a guide on 'how mediation works' will be combined in a standalone Mediation Guide.

A more detailed summary of submissions is provided below. Where multiple submissions included the same general comment, those have been consolidated. For ease of reference, the comments have been grouped into three tables.

Table 1 - Comments supporting the draft Policy

Comment
<i>This is a great idea!</i>
<i>It seems a sensible policy.</i>
<i>Your draft mediation policy seems well-focused on addressing common issues that can arise between neighbours.</i>
<i>This would appear to be a significant shift in the council's attitude to disputes between neighbours in regard to fences. It is most welcome.</i>
<i>I think it's a good way to resolve conflict with neighbours as long as they are all willing participants.</i>

I think this is a very useful tool to avoid conflict with neighbours who often do not understand the tree policy and other guidelines.

Overall, your draft policy shows a thoughtful approach to addressing neighbour disputes, and with some additional considerations, it can become a valuable tool for promoting harmony and resolving conflicts effectively.

Response- These comments are noted with no further changes to the draft policy.

Table 2- Concerns/Questions/Suggestions to improve the draft policy

Comment	City of Melville Response
<i>Policy should consider additional situations such as neighbours parking on verge and verge maintenance.</i>	Following internal stakeholder engagement, the City has determined not to specifically reference parking as an issue suitable for mediation. This decision was made acknowledging that parking issues are more appropriately resolved via enforcement than mediation (i.e. generally speaking someone is either parked illegally or they're not). In some circumstances however it may be appropriate to consider mediation, and these can be considered on a case by case basis.
<i>Consider emphasizing the goal of the policy to facilitate amicable resolutions that benefit both parties. This can encourage a mindset of cooperation and compromise.</i>	Noted. Based on community feedback, the City has acknowledged the benefit in providing a more comprehensive mediation guide. This feedback will be addressed in the guide.
<i>Include guidelines or principles for mediation, such as confidentiality, impartiality of the mediator, and the voluntary nature of participation.</i>	Noted. Based on community feedback, the City has acknowledged the benefit in providing a more comprehensive mediation guide. This feedback will be addressed in the guide.
<i>Consider adding a section on education and awareness to help prevent disputes by informing residents about potential issues and proactive measures they can take.</i>	Information on education and awareness to help prevent the most common disputes is provided on the City's website: https://www.melvillecity.com.au/campaigns/tips-on-being-a-friendly-neighbour It will also be addressed in the proposed Mediation Guide
<i>Include a mechanism for collecting feedback from participants to continuously improve the mediation process and the policy itself.</i>	The City intends to carefully monitor usage of the policy, and will endeavour to collect feedback from those who have used it and are willing to discuss its efficacy. The City will periodically provide this feedback to Council
<i>Accessibility: Ensure that the mediation process is accessible to all residents, including provisions for language assistance or accommodations if needed.</i>	All City residents are entitled to a free interpreting service provided by the Department of Immigration and Citizenship.

Comment	City of Melville Response
<i>Will this policy replace the awful "Nuisance Barking" policy when you have a complaint about a barking dog ?</i>	The policy is not intended to replace any other policy. Noise from dogs is controlled by the Dog Act 1976 and residents dealing with nuisance parking are encouraged to contact the City's Ranger Services. There may however be instances where a dog barking isn't technically in breach, but through mediation a resolution can nonetheless be reached.
<i>Not sure how a professional mediator will be able to mediate between 2 neighbours whereby an issue has got to the point where they require intervention because the mediator cannot provide technical resolution.</i>	The role of the mediator is to help the parties to focus on the issues in dispute, gain an understanding of the other party's point of view, and put forward options in an effort to reach an amicable outcome.
<i>The policy includes "non-compliant developments", I am confused as to why there is mediation regarding this when surely a non-compliant development should be a direct council intervention?</i>	Procedures to respond to a non-compliant development often include an ability for the offender to seek an exercise of discretion within the relevant legislative framework. An example of where a non-compliant development may benefit from mediation would be a proposed over-height shed, whereby mediation might help the parties to negotiate a suitable modification to the design/aesthetic/setback to address the neighbour's concerns but still afford the applicant the outcome they're seeking. Nonetheless if the applicant were to request the City determine the shed in accordance with the framework, or the neighbour was uninterested in mediating, the City still has a responsibility to determine the application in accordance with the relevant legislation. Where an exercise of discretion is not available, not approved or not appropriate, compliance procedures would seek removal of the non-compliance.
<i>Prior to any mediation session, should both neighbours be provided with relevant information/links to websites pertaining to the issue to be read by both parties prior to the meeting.</i>	The relevant City staff can and will discuss and provide information to the parties prior to mediation.
<i>The policy does not cover the roaming and interference of cats on neighbours properties</i>	The examples listed in the policy are not exhaustive. Its possible that issues with a neighbour's cat could be grounds for mediation.
<i>Are the records or outcomes of the mediation kept by the City? Should this be referenced in the policy?</i>	The outcome of the mediation would be shared with the City if the parties agree to and if a Council decision is on hold depending on mediation. If the mediation does not result in an agreement between the parties, the City will proceed with making a decision regardless. If the parties do reach an agreement, the City will consider the outcome in the pending application / decision.

Comment	City of Melville Response
<i>Does the City offer rooms/space for mediation or is the location determined by the Mediator organisation?</i>	Mediation would occur at a venue organised by the mediation service, generally at their offices.
<i>The first step should be to gain an understanding of your (and your neighbour's) rights and responsibilities in relation to the matter under dispute. The policy could provide references/links to these. Advertising more widely about the common issues might be better cost and time that will necessarily divert funding from more essential services.</i>	For an issue to be suitable to escalate to formal mediation it will have first been the subject of one or more discussions with officers at the City. The rights and responsibilities regarding the matter will be discussed at this stage.
<i>I would add that private mediation services are available and inexpensive.</i>	An estimated cost of mediation will be provided to the parties by the City prior to formal mediation taking place.
<i>Do you expect all the disputes of every single home to go to the CEO? There must be a mediation officer/suitable role personnel before it is escalated.</i>	The CEO's role in the process is limited to determining whether or not the City will contribute financially towards the mediation process. This step is predicated on the matter having firstly been discussed with the relevant subject matter expert at the City, secondly for mediation to be determined as the most appropriate course of action, and thirdly for both parties to have agreed to engage in mediation.
<i>Section 3 - Para 7 'diving fences' should this be dividing fences?</i>	Noted.
<i>Section 4 - Add between dot points 2 & 3 that a time frame be agreed to review the issue. Then between dot points 3 and 4 add meet to review how things are progressing and if need be reassess time frame.</i>	Noted. Based on community feedback, the City has acknowledged the benefit in providing a more comprehensive mediation guide. This feedback will be addressed in the guide.
<i>Section 4 implies that the person raising the issue is always "in the right". It states that the person raising the complaint should allow the neighbour "time to make changes to the way in which they do things". One example where this may not be correct is where the person making the complaint does not understand the current rules/guidelines regarding overhanging branches/tree roots.</i>	Noted. Based on community feedback, the City has acknowledged the benefit in providing a more comprehensive mediation guide. This feedback will be addressed in the guide.
<i>Section 5 indicates the cost of mediation would (generally) need to be borne by the parties concerned. This seems unfair if one of the parties is continually raising frivolous issues (similar to a vexatious litigant).</i>	There is no obligation for an individual to engage in mediation, so the associated cost is only relevant should both parties be willing. Nevertheless as the following section of this report outlines, the City has updated the policy draft recommending that Council agree to fund all mediation services, subject to certain considerations.

Comment	City of Melville Response
<i>Rate payers should expect council to try and resolve a dispute first and if they can't pay for mediation. Step 1. Council. Step 2. Mediation. You set the rules you enforce them.</i>	The City will continue its regulatory decision-making and statutory compliance functions. The option to mediate only expands the opportunities to achieve the best outcome for all parties. If any party, be it the City, a complainant, or a respondent don't believe it to be in their best interest to mediate, the City will progress with its standard decision-making/enforcement processes.
<i>To improve readability of the policy for users, a flowchart detailing the steps of the mediation process and the pathways available would be of benefit.</i>	Noted. Based on community feedback, the City has acknowledged the benefit in providing a more comprehensive mediation guide. A flowchart can be incorporated into the guide.
<i>The Policy as written does not address conformity or consistency with its guiding legislation.</i>	Noted. The policy is intended to support the application of existing legislation and policy. The policy content has been reviewed and is not considered to represent a non-conformity or inconsistency with other legislation.

Table 3- Comments Opposing the draft Neighbour Mediation Council Policy

Comments	City of Melville Response
<i>Council is shirking it's responsibility and obligations. What are we paying rates for if Council officers are not there to explain the rules regards fencing, noise, parking etcetera. This policy will result in greater angst between neighbours.</i> <i>Putting neighbours against neighbours I don't wish to do that as I get along with all my neighbours</i> <i>An absolute waste of time and money all of it.</i> <i>This is seen as a cop out by the City to avoid it properly enforcing the laws that it is responsible for. We see this policy could be used as an excuse by the City for not taking action.</i>	Mediation will always be predicated on individuals engaging with the relevant City staff to understand their responsibilities and risks before mediation is considered. Mediation will not be considered if there is no foreseeable benefit in progressing down that path. The City will continue its regulatory decision-making and statutory compliance functions. The option to mediate only expands the opportunities to achieve the best outcome for all parties. If any party, be it the City, a complainant, or a respondent don't believe it to be in their best interest to mediate, the City will progress with its standard decision-making/enforcement processes.

Other Concerns

In the advertised version of the draft Neighbour Dispute Mediation Policy, under Section 5 'Funding', it read:

..... in most cases, the cost involved in using a mediation service would need to be borne by the relevant parties involved. The City acknowledges however that in some cases resolving an issue through mediation may avoid the need for the City to otherwise intervene, either via enforcement or in the assessment of an application. If this is likely to be the case, the City may consider sponsoring the cost of mediation for up to three sessions.....

In response to concerns raised by the community, and in the interest of fairness and transparency, the City is recommending that Council do away with the abovementioned caveat on providing sponsorship. There is concern that deciding whether an issue is suitable for financial support (to mediate) will be inherently complex and may risk the perception that the City prioritises certain issues over others. Nonetheless the City is still of the view that for the mediation policy to be utilised as intended, the City should still financially support suitable matters to progress through the mediation process. Therefore, the policy wording has been updated to allow any council-related issue to be eligible for sponsorship. Financial prudence comes in the form of certain procedural constraints, namely:

1. The proposed mediation budget of \$10,000 per annum be upheld, and subject to review each year.
2. Having discussed the issue with the aggrieved party, the City must agree that mediation not only has the potential to benefit one or more of the parties but could result in an outcome that is preferential to the City simply executing its decision-making or enforcement responsibilities.
3. The City must accept that there is a willingness from both parties to engage in good faith and consider the perspective of the other party, and
4. Any financial support will be at the CEO's discretion.

The City will provide Council with an update on the efficacy of the policy via the Elected Members Bulletin (EMB) every 6 months for a 24-month period, including information on whether people are using the mediation service, which would allow Council to decide whether to continue funding the service, and/or adjust the budget.

Draft Policy Changes

As discussed in this report, the version of the draft policy that was advertised has been updated significantly in response not only to the submissions received from the community but on advice from the City's governance team. The previous content in relation to the friendly neighbour initiatives, and a guide on 'how mediation works' will be combined in a standalone Mediation Guide. Prior to the policy coming into effect, the City will circulate the draft Mediation Guide to Council via the EMB.

Deferred Adoption

Should the Council decide to adopt the updated policy, it is recommended that there be a 3-month transition period before it comes into effect. This will allow the City some time to train the relevant staff across each department on the process, prepare the Mediation Guide and workflow instruction, update the website and prepare a social media campaign for community awareness.

ENGAGEMENT

The policy was advertised from 21 March 2024 to 21 April 2024. A snapshot of the engagement is included as Attachment 2. A summary of the submissions received are documented in this report.

SUSTAINABILITY IMPLICATIONS

Updating the website and implementing a policy aimed at resolving disputes in the community should have a positive impact in relation to social sustainability. Positive mediation outcomes could lead to reconciliation of relationships between neighbours and the building of social capital more broadly within the community.

Encouraging mediation may, over time, also help to build more trust with the City, by allowing dispute resolution to occur in ways that are beneficial to both parties, instead of the City being forced to respond using the limited tools at its disposal, which can sometimes be ill-suited or heavy-handed relative to the context of the situation.

Providing information on best practice dispute resolution also avoids potentially expensive legal costs and saves the City money by avoiding staff involvement on civil matters.

LEGISLATIVE AND POLICY ALIGNMENT

Policies form part of the Governance and Policy Framework. Section 2.7 (2)(b) of the *Local Government Act 1995* states that the Council is to determine the local government's policies. Policies provide the Council and staff with the ability and direction to make decisions that are considered to be consistent and unbiased. A policy can also provide detail on the manner in which the City undertakes, or requires others to undertake, certain works or activities.

FINANCIAL IMPLICATIONS

The preparation and administration of the policy can be accommodated within existing resources.

It's difficult to estimate the level of community interest in a paid mediation service, but with the pay-as-you-go service, there would be no cost to the City if the service wasn't utilised.

As a guide, the City has considered the resource cost if 5 disputes were to go through mediation in a 12-month period.

- Assuming each dispute receives up to 3 mediation sessions (paid for by the City), the financial outlay over 5 separate disputes would be approximately \$7,500.
- In addition, the staff time commitment in supporting that number of disputes to go through mediation would be estimated to be between 20-25hrs per annum.
- Therefore, it would be appropriate for Council to consider setting a mediation budget of approx. \$10,000p/a.

The governance budget would initially fund the annual mediation budget as the policy is an organisational wide policy. The City will provide Council with an update on the efficacy of the policy via the EMB every 6 months for a 24-month period, including information on whether people are using the mediation service, which would allow Council to decide whether to continue funding the service, and/or adjust the budget. An amendment to the 2024/2025 budget, later in 2024 may be required dependent upon take up of the service.

CONSEQUENCE

If the Council decide to not adopt the Neighbour Dispute Mediation Policy, the Council could alternatively request that the City simply focus on improving community awareness about mediation via the usual engagement channels.

If the Council were inclined to support the policy but were not wanting to commit the City to financially supporting the process, an alternative recommendation could allow the policy to still be adopted subject to suitable modifications to exclude references to financial sponsorship.

UP24/38 Public Open Space Strategy Scoping Report

File Number:	
Responsible Officer:	Manager Strategic Urban Planning
Voting Requirements:	Absolute Majority
Officer Disclosure of Interest:	No officer involved in the preparation of this report has a declarable interest in the matter
Application Number:	Not applicable
Applicant:	Not applicable
Owner:	Not applicable
Proposal:	Not Applicable
Attachments:	1. Public Open Space Strategy Review Preliminary Scope of Works

COUNCIL'S ROLE

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

SUMMARY

- At the Ordinary Meeting of Council (OMC) in May 2023, Council resolved to pass a Notice of Motion (UP23/4030) to “investigate further provision of public open space where there is an identified deficiency”.
- At the subsequent June 2023 OMC, Council expanded on this with a second Notice of Motion requesting the CEO prepare a report for Council's consideration by November 2023, regarding the scope and resourcing requirements for investigations to ensure the City's localities are provided with Public Open Space (POS) in accordance with community expectations and contemporary State Government planning policy and guidelines.
- In order to prioritise other strategic matters, Council on two occasions (November 2023 OMC and Feb 2024 OMC) chose to defer the POS Strategy Scoping Report. The matter was deferred to the June OMC.
- Further to the substantive motion from Council, careful consideration has been given to achieving the maximum benefit from a POS review, while acknowledging current and future demands on budgets and resourcing, and this is reflected in the recommended scope of work.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP24/38)

At 9:23pm Cr K Wheatland moved, seconded Cr S Green

That the Council requests the Chief Executive Officer to proceed with the Public Open Space review in accordance with the proposed scope of work included in Attachment 1 of this report and authorises an amendment to the 2024/2025 budget to allocate the required estimated expenditure of \$175,000.

At 9:46pm the Presiding Member declared the motion.

CARRIED BY ABSOLUTE MAJORITY (11/2)

Yes (11): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Nicole Robins, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (2): Crs Jane Edinger and Clive Ross

PURPOSE

The purpose of this report is to outline a proposed scope of work for a POS Strategy Review, and the rationale behind the proposed scope.

STRATEGIC ALIGNMENT

Priority	4	Support healthy lifestyles and wellbeing
	P4/1	Invest strategically in local infrastructure and built environments that support physical activity and healthy lifestyles.
Outcome Indicator	3	Healthy Lifestyles
	Goal 1	A Safe and Healthy Urban Environment

BACKGROUND

At the May 2023 Ordinary Meeting of Council (OMC) resolved to pass a Notice of Motion (UP23/4030) to “investigate further provision of public open space where there is an identified deficiency”. This was expanded upon with a second Notice of Motion at the June 2023 OMC requesting the preparation of a report for Council’s consideration regarding the scope and resourcing requirements for investigations to ensure the City is provided with POS in accordance with community expectations and State Government requirements. The Notice of Motion went on to require that the scope of the review to include but not be limited to:

- a. *Stakeholder and community engagement.*
- b. *Policy context:*
 - i. *State Government*
 - ii. *Local Government*
- c. *Demographic and future trends analysis.*
- d. *Public Open Space Evaluation:*
 - i. *Identification, audit, and assessment*
 - ii. *Proximity of Public Open Space within 400m catchments of dwellings.*
 - iii. *Percentage allocation analysis on a locality-by-locality basis.*

- e. Community sports space current needs and future requirements.*
- f. Community open space needs and future requirements (particular focus on areas with proposed density increases).*
- g. Strategies, opportunities, recommendations, and actions (with a focus on short-medium term deliverables).*
- h. Investigate the potential for converting existing inaccessible drainage basins into useable areas of accessible public open space.*

In responding to the substantive motion from Council, careful consideration has been given to achieving the maximum benefit from a POS review, while remaining mindful of current and future demands on budgets and resourcing.

CONSIDERATION

The City of Melville currently has a Public Spaces Strategy (PSS), which was approved on the 24 February 2017. The PSS examines the community's access to different types of open space and considers how well existing POS is meeting community needs. In addition to taking a wholistic approach to 'public spaces' (open space included), it focusses primarily on improving the quality of Melville's public open space rather than the quantity. Whilst Council's focus has shifted to consider a more quantitative review, much of the PSS's content remains relevant and can be integrated into a POS review.

The proposed scope of works for the POS review will seek to confirm the provision of POS in the City and any gaps either in responding to the needs of the current community or to its future population and will investigate various mechanisms available to support provision of additional areas of POS to address any such gaps where/if identified.

An indicative scope detailing a range of specific tasks to deliver the POS review on this basis has been prepared and is included as Attachment 1 to this report.

ENGAGEMENT

The proposed work is principally technical in nature and therefore early engagement is not proposed. Once outcomes have been assembled from the technical assessment process, they will be released for community comment as part of an engagement process to enable community input prior to final consideration of any recommendations by Council.

SUSTAINABILITY IMPLICATIONS

Public Open Space is an important contributor to both environmental and social sustainability, sufficient and accessible open space supports both a healthy community and healthier environment and regular review of POS provision supports ongoing action to deliver these benefits.

LEGISLATIVE AND POLICY ALIGNMENT

While the provision of POS is subject to some elements of the State Planning Framework, there is nothing applicable that will restrict or prevent the proposed scope of work being undertaken.

FINANCIAL IMPLICATIONS

This project is not included in any current budget allocation and therefore additional funds will be necessary. Due to commitments to existing projects and limited resources available in Strategic Urban Planning, appointment of a consultant to undertake the project is necessary.

Based on the recommended approach an anticipated timeframe of twelve months and a budget of \$175,000.00 is identified. This budget does not allow for any additional tasks beyond those identified in Attachment 1 and should further items be identified then additional budgeting and resourcing may be necessary.

CONSEQUENCE

Not adopting the recommendation will remove the need to resource and fund this work but risk facilitating possible deficiencies in provision of POS to meet current and future community requirements. Increasing the scope beyond the recommendation will necessitate increased resourcing and budget.

CONFIRMED

UP24/39 Local Planning Policy 1.6 - Parking and Access

File Number:	
Responsible Officer:	Manager Strategic Urban Planning
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	Nil.
Application Number:	N/A
Applicant:	N/A
Owner:	N/A
Proposal:	N/A
Attachments:	1. Local Planning Policy 1.6 - Parking and Access (with track changes)

COUNCIL'S ROLE

Legislative: Includes adopting local laws, town planning schemes & policies.

SUMMARY

- The City continuously reviews and updates the local planning policy framework to ensure that best practice is enacted in relation to planning decision making.
- Local Planning Policy 1.6 Car Parking and Access (LPS 1.6) currently provides the key parking and design standards for non-residential development in the City.
- It has been identified that the review of LPP 1.6 represents an opportunity to:
 - o clearly articulate the City's expectations to applicants, the community and decision makers in relation to pedestrian sight lines and vehicle ramp gradients;
 - o respond to changes to the state and local planning framework; and
 - o improve the readability of the document and ensure it is consistent with the City's corporate strategic planning framework and its transformational goals.
- Under the provisions of the R-Codes, the proposed changes to LPP 1.6 in relation to vehicle ramp gradients require the approval of the Western Australian Planning Commission.
- It is recommended that the draft amended LPP 1.6 is advertised for a period not less than 21 days, and a further report be presented to Council to consider the outcomes of advertising.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (UP24/39)

At 9:46pm Cr T Fitzgerald moved, seconded Cr D Lim

That the Council:

1. **Endorse Local Planning Policy 1.6 Parking and Access as modified;**
2. **Pursuant to Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to adopt the amended Local Planning Policy 1.6 Parking and Access for the purposes of public consultation for a period of not less than 21 calendar days; and**
3. **Where no submissions in objection are received in response to the consultation undertaken, that the final adoption of amended Local Planning Policy 1.6 Parking and Access shall be authorised by the Chief Executive Officer.**
4. **Permit the CEO to update Local Planning Policy 1.6 Parking and Access upon the release of the new version of AS2890.1 Parking Facilities to reflect the correct paragraph numbers without the need to come back to Council for reindorsement.**

At 9:46pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

PURPOSE

The purpose of this report is for the Council to consider modifications to the existing LPP 1.6 to respond to change to the planning framework, to articulate the City's position in terms of sightlines and vehicle access ramps and to make it easier to read.

STRATEGIC ALIGNMENT

Priority	3	Empower the voices of our diverse community by strengthening engagement
	P3/1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.
	P3/2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.
	P3/4	Enhance opportunities for civic engagement and building community capacity.
Outcome Indicator	5	Sense of Community
	Goal 2	Participation and Inclusion
	Goal 4	Sense of Identity through Collective Memory
	Goal 5	Social Connectedness and Belonging

BACKGROUND

In September 2021, Weir Legal and Consulting, prepared a report called City of Melville Review of Complaints Building and Planning (the report). The report made several recommendations to assist the City to improve its processes and decision making. Most of these recommendations have been completed by the City and/or are in progress. Part of the City's program of process improvements has been a review of LPP1.6.

- LPP1.6 was first adopted by the City of Melville (the City) in October 1999 and has been reviewed regularly since that time.
- LPS 1.6 currently provides the key parking and design standards for non-residential development in the City. LPS 1.6 does not apply to residential development except for clause 7 which allows for multiple dwellings to provide cash in lieu of parking in certain circumstances.
- Australian/New Zealand Standard AS/NZS 2890.1:2004 Parking Facilities (AS2890.1) provides detailed guidance in relation to Off Street Parking and includes provisions regarding the sight distance requirements and gradients of access driveways. AS2890.1 is currently under review and anticipated to be finalised in the coming 6-12 months.
- Since the last review of LPP 1.6, there have been several changes to the planning framework at the state government level relating to parking. These include modifications to the *Planning and Development (Local Planning Schemes) Regulations 2015* (the regulations), publication of [Payment in Lieu of Parking Guidelines](#) and change to State Planning Policy 7.3 Residential Design Codes (Volumes 1 and 2) (the R-Codes). Changes to the R-Codes to accommodate Part C 'Medium Density Codes' have also been published.
- The State Government has published [Interim guidance for non-residential car parking requirements](#). The parking standards in this document are generally consistent with those in LPP1.6 and therefore no changes to parking ratios are proposed at this stage.
- At the local level, there are several structure plans which provide specific guidance for parking. These need to be acknowledged in LPP1.6. The City has also embarked on projects, such as Customer First and Business Friendly which need to be considered in any policy review.
- The findings of the policy review and recommended changes to LPP 1.6 were presented to an Elected Members Engagement Session on 28 May 2024.

CONSIDERATION

1. *Customer first and business friendly.*

An introductory paragraph has been included at the beginning of the policy. This informs customers of the purpose of the policy and directs customers to the website or to contact City staff if they want more general information. This saves customers from reading through the whole policy only to find it does not contain the information they were looking for. This responds to customer feedback and is consistent with the City's customer first and business friendly approach.

The policy objectives and the overall wording of the policy have been reviewed with a customer in mind. The aim is to make the policy as simple as possible, while noting the document is technical in nature and therefore may require some prior knowledge of the planning framework and planning process to fully understand the content.

Additionally, the policy has been updated to allow for reductions in parking provision in all centres across the City, rather than limiting this to Secondary and District centres, subject to a satisfactory parking management plan being prepared for the development. This provides additional flexibility for decision makers and incentivises development in centres as promoted by the Local Planning Strategy and state government planning reforms.

2. *Addition of a policy citation.*

An additional clause has been included to confirm that this policy is made under the relevant provisions of the Regulations and City of Melville Local Planning Scheme No. 6 (LPS No. 6).

3. *Updated policy scope.*

The policy scope has been updated to note the relationship between LPS No.6 and the various structure plans across the City. This confirms that where a structure plan contains a specific parking requirement, that requirement prevails over LPP1.6.

The updated scope also confirms that the policy modifies several provisions of the R-Codes. The updated scope is based on advice from both the Department of Planning, Lands and Heritage (DLPH) and the legal advice from Thompson Greer. It includes a table which identifies the provisions of the R-Codes which are being modified and how.

4. *New clauses relating to ramp gradients and vehicle sight lines.*

The policy has been updated to provide guidance for ramp gradients and vehicle sightlines for residential and non-residential development. These clauses reference AS2890.1. Under the provisions of the R-Codes the proposed changes to LPP 1.6 in relation to ramp gradients require the approval of the Western Australian Planning Commission. Further detail is provided below.

Under the provisions of the R-Codes, a 1.5x1.5 metre truncation, or sightline, is required to be provided for all development, where a driveway meets the street boundary, to provide for pedestrian visibility. This contrasts with the provisions of AS2890.1 which indicate a truncation of 2x2.5 metres should be provided where a driveway serves 4 or more dwellings. The review of LPP1.6 has been identified as an opportunity to align with AS2890.1 and provisions have been added accordingly. Where a proposal does not meet the sightline provisions of AS2890.1 the applicant may seek a performance-based assessment and the proposed clauses outline the matters to be considered as a part of the assessment process.

The deemed to comply and acceptable development standards, contained in the R-Codes Volumes 1 and 2, do not provide assessment criteria in relation to driveway ramp gradients. As with pedestrian sightlines, this review represents a chance to align with AS2890.1 and to provide stakeholders with an understanding of the City's expectations. New provisions have been added to LPP1.6 accordingly. Where a proposal does not meet the vehicle ramp gradient provisions of AS2890.1 the applicant may seek a performance-based assessment and the proposed clauses outline the matters to be considered as a part of the assessment process.

To ensure consistency between residential and non-residential development, sightline and vehicle ramp provisions have also been added to the non-residential section of LPP1.6.

The City is aware that modifications to AS2890.1 have been advertised for public comment. It is understood that the changes to AS2890.1 are not related to pedestrian sightlines and ramp gradients. A modified version of AS2890.1 is likely to be released this year however the exact date is not yet known. It is recommended that LPP1.6 is updated when AS2890.1 is modified to ensure that the relevant clause numbers remain relevant. It is recommended that that Council delegate the power to modify the LPP1.6 to the CEO to remove the need for this minor change to come back to Council.

ENGAGEMENT

If Council resolve to endorse the amended LPP 1.6 for public consultation, it will be advertised for a minimum of 21 days in accordance with the Regulations. A notice will be placed in a local newspaper and information provided on the City's website. It is anticipated that as a part of the public consultation period, notice of proposed policy changes will be given to peak professional bodies. In addition, it is anticipated the policy changes will be publicised on the City's social media channels and electronic newsletters. In this way, the City can maximise awareness of the proposed changes and encourage submissions.

Following the conclusion of the public consultation period, a report will be presented to Council at the next available Council meeting to consider the outcomes of consultation and finalising draft amended LPP 1.6. In the event no submissions are received in response to consultation, it is recommended that the amendments to LPP 1.6 be adopted without further referral to Council.

As part of the preparation of LPP1.6, the City has liaised with officers of the Department of Planning, Lands and Heritage (DPLH). The purpose of this communication was to determine if the proposed changes will require the approval of the Western Australian Planning Commission (WAPC). Notwithstanding the officer advice that WAPC approval is not required, a copy of the draft policy will be sent to the DPLH during the consultation period to enable it to provide further comment if required.

It is noted that the City engaged Thomson Geer lawyers to undertake a peer review of LPP1.6, the recommendations of this peer review have been incorporated into the proposed policy changes.

SUSTAINABILITY IMPLICATIONS

The objectives of LPP1.6 include promoting environmentally sustainable development, facilitating an appropriate amount of vehicle parking and promoting active modes of transport. The policy changes do not diminish from these objectives. It is noted that increases to minimum car parking requirements have potential to erode promotion of more sustainable forms of transport. Changes to minimum parking requirements are not proposed.

The proposed changes to LPP1.6 will articulate the City's expectations in relation to ramp gradients and sightlines while also providing the potential for the requirements to be modified where this will have positive environmental results.

LEGISLATIVE AND POLICY ALIGNMENT

Under the provisions of the Regulations, a local government may prepare local planning policies on a range of matters. A local planning policy must be based on sound town planning principles and may address operational matters such as parking and access. Where a local planning policy is based on sound town planning principles and is properly adopted under the provisions of the Regulations, it is to be given regard in the decision making process.

The R-Codes Volumes 1 and 2, detail which clauses can be modified by a local government without the approval of the WAPC. The R-Codes also provide detail of the clauses which can only be modified by a local government with the approval of the WAPC. In this respect the R-codes indicate that any local planning policy which modifies Clause 7.3.1(b) of Volume 1 of the R-Codes and 1.2.4 of Volume 2 of the R-Codes requires the approval of the WAPC.

As part of the preparation of this policy, the City has communicated with officers of the DPLH to determine if approval of the WAPC is required. The DPLH has advised that the proposed gradient provisions in LPP1.6 can be included without the need for formal WAPC approval rather an approval can be granted under delegation available to officers. The reason given is that the proposed gradient provisions are augmenting Volume 1 and 2 of the R-Codes by introducing an additional deemed-to-comply (DTC) or acceptable outcome (AO) provisions rather than amending or replacing existing DTC or AO provision. As noted above a copy of LPP will be provided to the DPLH as a part of the consultation process.

FINANCIAL IMPLICATIONS

For the City the statutory consultation process requires a notice will be placed in a local newspaper which can be accommodated within the exiting budget.

As noted previously in this report, Thomson Geer has undertaken a peer review of LPP1.6 on behalf of the City. The cost of the peer review was \$3000.00.

For applicants once the policy has been adopted, there may be a cost to engage a suitably qualified traffic consultants to provide guidance in relation to the requirements of the AS/NZ standards for ramp gradients and sightlines at the design stage of development. Most substantial development applications are prepared with input from a traffic consultant and therefore the additional cost to applicants is likely to be minimal.

Where a proposal does not meet the ramp gradients and sight lines requirements and a traffic consultant is required to provide a risk assessment and mitigation measures, the cost to applicants may be more substantial, however for the benefit of the greater safety of the community.

CONSEQUENCE

The following options are available to Council:

1. Resolve to prepare draft amended LPP 1.1 as recommended.
2. Resolve to prepare draft amended LPP 1.1 as modified by Council.
3. Resolve not to prepare draft amended LPP 1.1. This would mean that the provisions of the current LPP 1.1 will continue to have effect and apply.

15 MOTIONS WITH PREVIOUS NOTICE

15.1 Notice of Motion - CCTV Rebate Program

File Number:	
Related to Item:	Nil.
Elected Member:	Cr Nicole Robins
Attachments	Nil

REASONS FOR THE MOTION

1. Crime is a real concern for some City of Melville residents, and there may be an opportunity for the City to provide support to residents who wish to increase the security of their property
2. Through this initiative, the City can play a role of increasing the safety of our suburbs by supporting residents with the costs of installing CCTV on their properties, but not taking on the burden on installing additional CCTV of its own
3. The City may benefit from safer streets as CCTV footage can be provided to police and may assist to reduce the likelihood of crime taking place

MOTION

At 9:47pm Cr N Robins moved, seconded Cr D Lim

That the Council directs the CEO to prepare a report for the November Ordinary Meeting of Council outlining the feasibility of rolling out a CCTV rebate program for residents, similar to that being delivered by other local governments. This program would allow residents to obtain a rebate, or partial rebate, for the cost of installing CCTV equipment on their property. The report should include options for how such a program could be delivered, including the costings and administrative burden of each option. One option considered should be a rebate program only made available to holders of a WA Seniors Card, and perhaps made available only to those who have obtained the WA Government's Safety and Security Rebate.

At 9:51pm, Cr J Edinger left the meeting.

At 9:51pm, the mover and seconder consented to amend the motion by removing "One option" and replacing it with the words "Two options" to read:

"That the Council directs the CEO to prepare a report for the November Ordinary Meeting of Council outlining the feasibility of rolling out a CCTV rebate program for residents, similar to that being delivered by other local governments. This program would allow residents to obtain a rebate, or partial rebate, for the cost of installing CCTV equipment on their property. The report should include options for how such a program could be delivered, including the costings and administrative burden of each option. Two options considered should be a rebate program only made available to holders of a WA Seniors Card, and perhaps made available only to those who have obtained the WA Government's Safety and Security Rebate."

At 9:52pm, Cr J Edinger returned to the meeting.

At 9:58pm, Mr I Aiyathurai left the meeting.

At 10:01pm, Mr I Aiyathurai returned to the meeting.

Amendment

COUNCIL RESOLUTION

At 9:52pm Cr M Woodall moved, seconded Cr K Wheatland

That the motion be amended by removing the sentence “Two options considered should be a rebate program only made available to holders of a WA Seniors Card, and perhaps made available only to those who have obtained the WA Government’s Safety and Security Rebate”

At 10:01pm the Presiding Member declared the motion.

CARRIED (10/3)

Yes (10): Mayor Katy Mair, Crs Glynis Barber, Jane Edinger, Nicole Robins, Jennifer Spanbroek, Karen Wheatland, Matthew Woodall, Soo Hong, Scott Green and Terry Lee

No (3): Crs Tomas Fitzgerald, Clive Ross and Daniel Lim

At 9:47pm, Ms K Bainbridge electronically disconnected from the meeting and did not return.

At 9:49pm, Mr G Ponton electronically disconnected from the meeting and did not return.

Substantive Motion as Amended

COUNCIL RESOLUTION (15.1)

At 9:47pm Cr N Robins moved, seconded Cr D Lim

That the Council directs the CEO to prepare a report for the November Ordinary Meeting of Council outlining the feasibility of rolling out a CCTV rebate program for residents, similar to that being delivered by other local governments. This program would allow residents to obtain a rebate, or partial rebate, for the cost of installing CCTV equipment on their property. The report should include options for how such a program could be delivered, including the costings and administrative burden of each option.

At 10:14pm the Presiding Member declared the motion.

CARRIED (8/5)

Yes (8): Mayor Katy Mair, Crs Nicole Robins, Karen Wheatland, Matthew Woodall, Daniel Lim, Soo Hong, Scott Green and Terry Lee

No (5): Crs Tomas Fitzgerald, Glynis Barber, Jane Edinger, Clive Ross and Jennifer Spanbroek

15.2 Notice of Motion - Hall of Fame Policy

File Number:	
Related to Item:	Nil
Elected Member:	Cr Terry Lee
Attachments	Nil

OBJECTIVE, BENEFIT AND POTENTIAL RISKS TO BE CONSIDERED

Objectives: Set in place a policy for recognition for selecting high achievers in all fields like art, music, science, philanthropic, sports, environmental, economic, academic and social achievements in our Melville City which is open and inclusive of all people.

Benefits: Not only a tourist attraction with a potential walk of fame but it also creates pride in our City recognising special achievements by residents.

Potential Risks: Beed to ensure judging is independent and includes community members following criteria set in the Council policy.

REASONS FOR THE MOTION

Opportunity for the first time to have an official recognition process for awarding our residents who have achieved great feats in a broad range of areas.

MOTION

At 10:14pm Cr T Lee moved, seconded Cr J Edinger

That the Council requests the CEO to prepare a report on developing a policy for a hall of fame recognition of Melville residents who have achieved great feats in a wide range of fields.

Amendment

COUNCIL RESOLUTION

At 10:18pm Cr K Wheatland moved, seconded Cr T Fitzgerald

That the motion be amended to include the words "Investigation to include the identification of existing events that celebrate achievements and to identify opportunities for the city of Melville to cross promote these achievements as they happen."

At 10:19pm the Presiding Member declared the motion.

CARRIED UNANIMOUSLY (13/0)

At 10:21pm, the mover and seconder consented to the inclusion of “by February 2025” to read:

“That the Council requests the CEO to prepare a report by February 2025 on developing a policy for a hall of fame recognition of Melville residents who have achieved great feats in a wide range of fields”.

Substantive Motion as Amended

COUNCIL RESOLUTION

At 10:14pm Cr T Lee moved, seconded Cr G Barber

That the Council requests the CEO to prepare a report by February 2025 on developing a policy for a hall of fame recognition of Melville residents who have achieved great feats in a wide range of fields. Investigation to include the identification of existing events that celebrate achievements and to identify opportunities for the city of Melville to cross promote these achievements as they happen.

At 10:31pm the Presiding Member declared the motion.

CARRIED (8/5)

Yes (8): Mayor Katy Mair, Crs Tomas Fitzgerald, Glynis Barber, Jane Edinger, Clive Ross, Karen Wheatland, Daniel Lim and Terry Lee

No (5): Crs Nicole Robins, Jennifer Spanbroek, Matthew Woodall, Soo Hong and Scott Green

16 MOTIONS WITHOUT PREVIOUS NOTICE (APPROVAL BY ABSOLUTE MAJORITY)

Nil.

17 MATTERS FOR WHICH MEETING WAS CLOSED TO THE PUBLIC

Nil.

18 DECISION MADE WHILE MEETING WAS CLOSED TO THE PUBLIC

Nil.

19 CLOSURE

There being no further business to discuss, the Presiding Member confirmed declared the meeting closed at 10:31pm.

City of Melville Corporate Business Plan 2020-2024 Report

June 2024

Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Priority 1: Ensure the improvement and sustainability of our environment								
Strategy 1.1	Protect and improve our natural assets to enhance our environment.	Attadale Alfred Cove Foreshore Master Plan Implementation	In progress - on track	Environment & Infrastructure	20 year project	The Attadale Alfred Cove Foreshore Master Plan is a 20 year program aimed at improving the environment and community amenity of this important foreshore area. The layout plan for the Atwell Precinct was prepared and circulated to key stakeholders for review and comment in late 2023. Funding to progress layout plan to be considered as part of the 2024-2025 capital works program budget and Long Term Financial Plan. The Attadale foreshore path to the west of the dog off lead area has been removed and is in the process of being revegetated through a grant funded Riverbank program. The construction of the netball courts to replace those at Troy Park has been completed with an expected opening in June 2024. The bird viewing platform at Point Waylen has been completed. The design concepts for a proposed boardwalk through the Attadale bushland area are being progressed and implementation will be based on funding availability and grant opportunities. The City is working with the Melville Bird Sanctuary to progress their action plan. A five-year implementation plan has been prepared for key actions and recommendations with funding to be considered as part of the annual budget process and Long Term Financial Plan.	Attadale/Alfred Cove Foreshore Master Plan	Clean and Green
		Development of a Climate Action Plan	Completed	Sustainability	Q1 2023-2024	The Corporate Climate Action Plan adopted by Council in July 2023 and is being implemented. An Elected Member Engagement Session presentation was undertaken in May 2024 which updated Elected Members on progress. The Community Climate action Plan has been prepared in draft form and is planned to be presented to the July Ordinary Council Meeting for advertising.	Climate Emergency Declaration Carbon Neutral by 2023 as an organisation Net Zero by 2050 for the geographic location	Clean and Green
		Deliver the City's Natural Areas Asset Management Plan	In progress - On track	Natural Areas and Parks	Q1-Q4 2023-2024	Continue to implement to ensure best practice management of the City's natural areas continues.	Natural Areas Asset Management Plan	Clean and Green
		Continue to implement actions within the Urban Forest Strategy Part A	In progress - on track	Natural Areas and Parks	Q1-Q4 2023-2024	Focus on planting 2000 trees per year through the expansion and succession programs. Continue to engage with the community on the benefits of trees.	Urban Forest Strategy Part A	Clean and Green
		Asbestos Removal Programme	Ongoing	City Buildings	Q1-Q4 2023-2024	A total of 26 sites have been cleared of asbestos as part of this program with Stage 4 to commence in 2024-2025.	Asset Management Plan	Clean and Green
		Foreshore Revetment Programme	Ongoing	Environment & Infrastructure	Q1-Q4 2023-2024	Works recently completed at Blackwell Reach and Waylen Bay	Asset Management Plan	Clean and Green
		Deliver the City's Foreshore Restoration Strategy	In progress - On track	Natural Areas and Parks	Q1-Q4 2023-2024	Continue to implement to ensure foreshore areas are protected and enhanced	Foreshore Restoration Strategy	Clean and Green

City of Melville Corporate Business Plan 2020-2024 Report

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Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Strategy 1.2	Utilise technological opportunities to efficiently enhance the sustainability of the environment through monitoring and reporting	Smart Grid Partnership with Murdoch University	Ongoing	Sustainability	Q1-Q4 2023-2024	Ongoing partnership with Murdoch University across a number of initiatives. Structure and reporting arrangements being reviewed in order to gain a clearer understanding of deliverables and reporting	Carbon Neutral by 2023 as an organisation Net Zero by 2050 for the geographic location	Clean and Green
		LED Street Light Replacement Project	In progress - Behind schedule	Environment & Infrastructure	Q1-Q4 2023-2024	The consortium is awaiting the outcomes of Western Power's Public Lighting Strategy (PLS), which is proposed to be released in June 2024. The City has been involved in consultation related to the PLS and will continue to advocate for the Smart LED Streetlight Replacement Program with consortia members.	Carbon Neutral by 2023 as an organisation Net Zero by 2050 for the geographic location	Clean and Green
		Water quality monitoring across water bodies within the City	Ongoing	Natural Areas and Parks	Q1-Q4 2023-2024	Partnership with Murdoch University to monitor water quality and ecosystem health at Frederick Baldwin Lake and other wetlands across the City. The monitoring program has been successful in reducing the incidence of botulism and associated bird/fish deaths as occurred in past years.	Corporate Environmental Management Plan Natural Areas Asset Management Plan	Clean and Green
		Irrigation of City Parks in compliance with Department of Water allocations	Ongoing	Natural Areas and Parks	Q4 2023-2024	The City is operating in accordance with water allocations and continues to investigate and implement water efficiency measures for parks and reserves	Parks Asset Management Plan	Clean and Green
		Civic Centre Heating, Ventilation, Air Conditioning (HVAC) Upgrade	In progress - on track	City Buildings	Q4 2023-2024	Contract awarded in 2023, with external works commenced in late 2023 and internal works commenced in March 2024. The project is on schedule and expected to be completed by December 2024.	Building Asset Management Plan Westfield Booragoon Redevelopment Land Swap Agreement	Clean and Green
		EV Charging Infrastructure	In progress - on track	Sustainability	Q3 2023-2024	Electric Vehicle (EV) charging infrastructure was installed and commissioned at the Civic Centre and Operations Centre in February of 2024. WALGA have advised that EV Charging Systems have been awarded the grant and charging infrastructure has been ordered. The City has procured 4 BYD EV's and the charging stations are required to be completed by June 2024. Through ARENA Grant funding additional EV charging infrastructure will be installed in Q2 in 2024-2025 at the Civic Centre, Operations Centre, Leisure Fit Melville and Leisure Fit Booragoon.	Carbon Neutral by 2023 as an organisation Net Zero by 2050 for the geographic location	Clean and Green
		Green Building Council Certification (Green Star)	In progress - on track	Sustainability	Q3-4 2023-2024	Organising Green Star certification foundation training for relevant staff (Planning Services, City Buildings, Procurement, Project Management) completed or planned. Commencing preparations for our submissions against the v2 performance rating tool. This will be completed for a cross section of Facilities in Q2 and Q3 in 2024-2025.	Carbon Neutral by 2023 as an organisation Net Zero by 2050 for the geographic location	Clean and Green
		Conservation Action Plan for Black Cockatoos	In progress - On track	Natural Areas and Parks	Q1-Q4 2023-2024	Ongoing partnership with Murdoch University with monitoring and data collection to identify suitable locations for plant flora for future roosting and food sources for these birds	Corporate Environmental Management Plan Natural Areas Asset Management Plan	Clean and Green

City of Melville Corporate Business Plan 2020-2024 Report

June 2024

Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Strategy 1.3	Advocate and utilise the National and State level policies to protect and enhance the biodiversity of our environment and natural assets.	Tree Protection on Private Property	In progress - On track	Strategic Urban Planning	Q3	Significant trees on private land policy preparation and community engagement parameters confirmed – (2 April 2024 EMES)	Identified as a part of LPS6 Review	Clean and Green
		Participating in the WALGA Urban Forest Working Group	Ongoing	Natural Areas and Parks	Q1-Q4 2023-2024	Ongoing partnership, with the City taking an active and leadership role	Urban Forest Strategy	Clean and Green
		Foreshore protection - Funding received from State Government to assist with foreshore works.	Ongoing	Natural Areas and Parks	Q3-Q4 2023-2024	Ongoing partnership with \$485,000 funding received in 2023-2024 for restoration works through the Riverbank program	Foreshore Restoration Strategy	Clean and Green
		Meet requirements of Aboriginal Cultural Heritage Act 2021 for foreshore erosion projects.	Ongoing	Natural Areas and Parks	Q1-Q4 2023-2024	City undertakes consultation with Tradition Elders and Informants as required.	Reconciliation Action Plan	Clean and Green
		Utilising State Planning Policy 7.0	Ongoing	Statutory Planning	Ongoing	Clauses in State Planning Policy serve to protect and require further planting of trees on private and public land. Objective pursued through local planning framework.	State Planning Framework	Clean and Green
		Implement and maintain best practice waste management for kerb and vergeside collections and processing.	Ongoing	Resource Recovery & Waste	Q3-Q4 2023-2024	3-Bin FOGO rollout complete to all single dwellings. Multi-unit dwellings are almost complete. The City has introduced an on-demand bulk verge and green waste collection service at the start of 2024 which has resulted in financial savings and increased resource recovery rates.	Waste Avoidance and Resource Recovery Strategy 2030	Clean and Green
Priority 2: Improve the approach for diverse and sustainable urban development and infrastructure								
Strategy 2.1	Strengthen online service delivery and respond to the digital divide by supporting improvements in digital literacy.	Local Planning Scheme 6 review and Activity Centre Plans	In progress - On track	Strategic Urban Planning	Feb-27	Local Planning Scheme No.6 (LPS6) Review: a) Updates on LPS6 review provided to Council through Elected Member Bulletin (EMB) and Executive Leadership Team (ELT) through a briefing Aug/Sep 2023. b) Project Plan finalised presented to ELT - March 2024. c) Elected Member Engagement Session (EMES) update provided June 2024. d) Dedicated Ward engagement sessions scheduled June/July 2024. e) Further community engagement scheduled Q3/4 2024. f) Projects extracted as related Strategic Planning projects: i. Significant trees progressed through Local Planning Policy (LPP) development ii. POS Strategy - scope of works scheduled for June 2024 Ordinary Meeting of Council (OMC) iii. Sustainable Development Incentives LPP	Local Planning Strategy, State Planning Strategy	Growth and Prosperity
		Review and update LPP1.3 Waste and Recyclables Collection for Multiple Dwellings, Mixed Use Developments and Non-Residential Developments	In progress - On track	Resource Recovery & Waste	Q3-Q4 2023-2024	Review and update underway, with updated policy approved by Council in April 2024	Resource Recovery and Waste Minimisation Policy CP-036	Clean and Green
		Underground Power Project – Melville/Willagee and Bicton/Palmyra/Melville	Not started	Engineering	Not started	Design is progressing for Melville/Willagee Project. A community survey of residents in the project area in November 2023 resulted in around 70% support for the project based on just under 50% response rate. Western Power are progressing with detailed design and firming up costs, with project expected to be initiated in late 2024 or early 2025 based on the current schedule.	Supported by State Govt program	Clean and Green
		Walk and Ride Plan	Completed	Engineering	Q3-Q4 2023-2024	Plan endorsed at the May 2024 Ordinary Meeting of Council	Long Term Cycle Network Plan City of Melville Bike Plan 2012	Sustainable and Connected Transport

City of Melville Corporate Business Plan 2020-2024 Report

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Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Strategy 2.2	Enhance amenity and vibrancy through placemaking and creating well designed and attractive public spaces.	Blue Gum Community Centre Refurbishment	In progress - On track	City Buildings	Q2-Q4 2023-2024	Design Complete with works to commence Q3/4 2024	Building Asset Management Plan	Sense of Community
		Library and Cultural Centre - Cultural Heart Project	In progress - On track	Cultural Services	Five Year Project 2024-2029	Concept designs have been completed and costed. Financial modelling is complete this will inform funding feasibility for the current concept. Value engineering has been undertaken to reduce scope and costs to be aligned with Council approved business case. Detailed design work underway and expected to continue through most of 2024-2025.	Cultural Infrastructure Strategy	Sense of Community
		Goolugatup Lowerlands- Stage 1	In progress - Behind schedule	Cultural Services	Q4	Federal <i>Local Roads and Community Infrastructure</i> Phase 4 grant funding of \$744,218 allocated to Stage 1 of the project involving the development of the Yarning Circle and path connections to the foreshore. Design and tender process complete.	Cultural Infrastructure Strategy	Sense of Community
		Ceramics Studio - Karlup	Completed	Cultural Services	Q2	Construction began on September 22nd, 2021 with completion of the building and handover in September 2022.	Cultural Infrastructure Strategy	Sense of Community
		Melville Theatre Company - Main Hall refurbishment	Completed	Cultural Services	Q3	Works commenced in early 2023 and are now completed with opening held to the public in March 2024.	Cultural Infrastructure Strategy	Sense of Community
		Canning Bridge Library & Creative Studios- Detailed Design	In progress - On track	Cultural Services	Q4	Detailed Design complete, awaiting practical completion and handover by developer, 18mth delay. Fit out to commence in 24-25 financial year	Cultural Infrastructure Strategy	Sense of Community
		Willagee Library Upgrade	In progress - On track	Cultural Services	Q4	Works underway with completion expected by the end of June 2024.	Cultural Infrastructure Strategy	Sense of Community
		Men's Shed	In progress - On track	Cultural Services	Q4	Men's Shed now lease the whole facility, Community Music moving to Willagee	Cultural Infrastructure Strategy	Sense of Community
		Melville Community Arts - Gallery Project	In progress - On track	Cultural Services	Q4	Working in accordance with wider Precinct Planning process, currently managing facility whilst report is developed on future management model	Cultural Infrastructure Strategy	Sense of Community
		Melville Woodturners Facility	Completed	Cultural Services	Q4	Building completed in May 2023	Cultural Infrastructure Strategy	Sense of Community
		Cultural Infrastructure Strategy	Completed	Cultural Services	Q2	Complete - 20 Year Plan endorsed by Council now in implementation phase and included in the long term financial plan	Cultural Plan	Sense of Community
		Various open space projects including streetscapes, playspaces and significant community projects such as Davis Lawlor open space in Attadale	Ongoing	Natural Areas and Parks	Q1-Q4 2023-2024	Ongoing projects and commitment from the Open Space Design team to implement projects in consultation with the community.	Parks Asset Management Plan	Sense of Community
		Murdoch Drive Shared Path	Completed	Engineering	Q2 2023-2024	Project completed November 2023	City of Melville Bike Plan 2012	Sustainable and Connected Transport
		Various road improvement projects such as The Strand.	Ongoing	Engineering	Q3-Q4 - 2023-2024	The Strand road improvement includes Gross Pollutant Trap upgrades to drainage, path connections, road and carpark renewal, improved parking, Water Sensitive Urban Design and permeable paving. It is now complete May 2024.	Various Asset Management Plans	Sustainable and Connected Transport
		Canning Bridge Public Open Space	In progress - behind schedule	Natural Areas and Parks	Q2-Q4 2023-2024	Community engagement for The Esplanade site was completed in 2023, with engagement of First Nations Elders on the preferred concept plan undertaken in January 2024. Council resolved at the May 2024 Ordinary Meeting of Council not to commit funding to the conversion of The Esplanade site to a park and the City awaiting further advice direction from Council regarding next steps. The timeline for the Moreau Mews open space project schedule will require review following delays in the decision-making process.	Public Open Space Strategy Canning Bridge Structure Plan	Sense of Community
		South East Playspace - Bob Gordon Reserve	Completed	Natural Areas and Parks	Q1-Q2 2023-2024	High quality and well utilised premier play space completed	Park Asset Management Plan Public Open Space Strategy	Sense of Community
		Mt Henry Jetty Replacement	In progress - on track	City Buildings	Q3-Q4 2023-2024	Works underway with completion expected by June 2024	Jetty Asset Management Plan	Sustainable and Connected Transport
		Public Art Strategy Implementation	In progress - On track	Cultural Services	Q4	Ongoing annual public art installations inline with strategy.	Cultural Plan	Sense of Community

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Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Strategy 2.3	Optimise the capability and liveability of activity centres with consideration to the expectations of our community.	Canning Bridge Activity Centre Plan review	In progress - Behind schedule	Strategic Urban Planning	Q4	City review complete. <i>Dept. Planning, Lands and Heritage</i> recommendation due to the WA Planning Commission scheduled for the end of Q2, with a decision of the WA Planning Commission expected in Q4 2024.	Local Planning Strategy	Sense of Community
		Riseley Centre - Kearns Crescent Streetscape enhancement investigations	In progress - On track	Natural Areas and Parks	Q4	Streetscape upgrade options for Kearns Crescent presented to EMES during 2023. Concerns raised by businesses regarding disruption and parking issues. Preferred concept plan selected and detailed design underway with project to be considered as part of the 2025-2026 capital works program budget and LTFP. Further consultation planned for 2024-2025 with the local businesses and wider community.	Riseley Activity Centre Plan Riseley Centre Master Plan	Sense of Community
		Review of existing Activity Centre Plans	In progress - on track	Strategic Urban Planning	Ongoing	Statutory review requirement. Individual ACP reviews scheduled in accordance with statutory requirement and budget scheduled 2024/2025 to progress.	Local Planning Strategy	Sense of Community
		Preparation of new Activity Centre Plans- Petra St and Bull Creek	Not started	Strategic Urban Planning	Q4 2025-2026	Statutory review requirement. Individual ACP reviews scheduled in accordance with statutory requirement.	Local Planning Strategy	Sense of Community
		Ongoing assessment of Development Applications in Activity Centres	Ongoing	Statutory Planning	Ongoing	Development applications assessed and determined in accordance with the operative planning framework.	Local Planning Strategy	Sense of Community
Strategy 2.4	Enhance regulatory and approval frameworks to ensure sustainable building infrastructure.	Activity Centre Plans include provisions for enhancing sustainable development	Ongoing	Strategic Urban Planning	Ongoing	Investigation of Sustainable Development Incentives to require sustainability initiatives on proposed developments is scheduled for Q1/Q2 2025 and communicated with Council as part of LPS6 update in June 2024.	Local Planning Strategy/Climate Action Plan	Growth and Prosperity
		R-Codes ensure improvements to the sustainability of residential development	Ongoing	Strategic Urban Planning	Ongoing	Anticipated future policy improvements in line with State Planning Reforms	Local Planning Strategy/Climate Action Plan	Growth and Prosperity
		General Local Planning Policy Review	Ongoing	Statutory Planning	Ongoing	Policies most recently reviewed or presented for strategic direction to inform policy reviews include but are not limited to: 1. Update and direction on Significant Trees on private land to inform the City's policy approach presented to Council – (May 2023 OMC) 2. Design Review Panel Policy reviewed, and new panel appointed – (June 2023 OMC) 3. Comments on WAPC Public Open Space Policy workshopped and provided to the State Government – (September 2023) 4. Neighbour Dispute Mediation, direction on Council Policy and in response to a Notice of Motion – (Dec 2023 OMC) 5. Discounted Development Application fees for adoption for community engagement in response to a Notice of Motion – (Dec 2023 OMC) 6. Compliance and Enforcement Policy review and Council direction to provide for matrices - (Feb 2024 OMC). 7. Significant trees on private land policy preparation and community engagement parameters – (2 April 2024 EMES) 8. Delegation DA103 – Inspection and Copies of Building Information – (March 2024 OMC) 9. Neighbour Dispute Mediation Council Policy – (March 2024 OMC) 10. Local Planning Policy 1.6 – Residential Development (sightline, accesses and gradient policy review) – (June 2024 OMC) Upcoming and scheduled for formal presentation: 1. Investigation of Food Truck Policy / Guideline - Q2/Q3 2024 2. Investigation of Bonds and bank guarantees for the performance of planning conditions – Q2/Q3 2024 3. Investigation of Community Benefits Framework for variations to development standards – Q3/Q4 2024 4. Investigation of Sustainable Development Incentives to require sustainability initiatives on proposed development - Q1/Q2 2025	Local Planning Strategy	Sense of Community

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June 2024

Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Priority 3: Empower the voices of our diverse community by strengthening engagement								
Strategy 3.1	Increase co-design approaches that engage stakeholders in upfront designs and support issue resolution activities.	Reconciliation Action Plan -	In progress - behind schedule	Cultural Services	Q4	Meetings commenced with Reconciliation Australia -Stretch RAP Draft complete and presented to May OMC, Council deferred the item to be considered at July OMC.	Reconciliation Action Plan	Sense of Community
		Cultural Growth Strategy	In progress - On track	Cultural Services	Q4	Developing implementation approach for wider organisation	Reconciliation Action Plan	Sense of Community
		Place Naming Project	In progress - on track	Cultural Services	Q4	Place decoding complete, Cultural Mapping complete, Artist in Residence commenced, Exhibition in Oct 2024	Reconciliation Action Plan	Sense of Community
		Support to Town Teams (projects/operations)	Ongoing	Customer and Community Participation	Ongoing	Ongoing support/collaborative events/activities for Town Teams coordinated by Place Team	Strategic Community Plan	Sense of Community
		Wireless Hill Vision	Completed	Cultural Services	Q1-Q4 2023-2024	Vision complete Implementation commenced	Cultural Plan	Sense of Community
		Arts & Events Program	Ongoing	Cultural Services	Ongoing	Updating events program to reflect community feedback.	Cultural Plan and Cultural Infrastructure Strategy	Sense of Community
		Library Generification Project	In progress - On track	Cultural Services	July 2024	Rolling out across one Library at a time to improve customer service and literacy levels.	Cultural Plan	Sense of Community
		Cultural Plan	In progress - behind schedule	Cultural Services	December 2024	Currently developing RFQ for Consultants on the development of a new Cultural Plan	Community Plan, Corporate Plan, Cultural Infrastructure Strategy, RAP	Sense of Community
		Engagement for Access and Inclusion planning	In progress - On track	Customer and Community Participation	Ongoing	Disability Access Inclusion Plan endorsed by Council 21 May 2024	Disability Access Inclusion Plan 2024 - 2029	Sense of Community
		Natural Areas & Parks Capital Works Program	Ongoing	Natural Areas and Parks	Q1-Q4 2023-2024	Continue to engage with the community on significant projects to ensure the outcome meets community needs.	Parks Asset Management Plan	Clean and Green
		Waste Education Program	Ongoing	Resource Recovery & Waste	Q1-Q4 2023-2024	Introduction of 'beyond the bin' initiatives, education programs and alternatives to landfill: Repair Lab, Bin Tagging, E-waste drop off days and school incursions/excursions.	Resource Recovery and Waste Minimisation Policy	Clean and Green
		Directions from Young People/Youth Steering Group	In progress - On track	Customer and Community Participation	Ongoing	Directions from Young People Strategy – documented actions in progress and young people's group meeting regularly	Directions from Young People	Sense of Community
Strategy 3.2	Improve the mechanisms to make information flow easier to access and share, including optimising digital communications.	Customer Relationship Management System	In progress - On track	Customer and Community Participation	Ongoing	Collaborative project with ICT. Market research and Request for Information process complete. About to go out to market for an EOI process to be followed by a Restricted Tender.	Customer First Strategy Digital Strategy	Sense of Community
		Various E-Newsletters publications	Ongoing	Corporate Strategy and Communications	Ongoing	13 E-news publications relating to a variety of subject carriers	Customer First Strategy Digital Strategy	Sense of Community

City of Melville Corporate Business Plan 2020-2024 Report

June 2024

Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Strategy 3.3	Improve engagement with the business community.	Small Business Awards	In progress - on track	Corporate Strategy and Communications	Q1 2024-2025	Partnership developed with Melville Cockburn Chamber of Commerce to pilot Melville Business Awards in 2024	Environmental Friends Group Manual	Growth and Prosperity
		Annual Business After Hours Event	Completed	Corporate Strategy and Communications	Q1	Established annual partnership event with Melville Cockburn Chamber of Commerce. Next event planned for June 2024.	Corporate Business Plan 2020-2024	Growth and Prosperity
		Review, refresh and promote Business Matters e-News	Completed	Corporate Strategy and Communications	Q3	Analytics reviewed to understand customer engagement of content, and distribution extended to reach all local businesses through Australian Business Register.	Corporate Business Plan 2020-2024	Growth and Prosperity
Strategy 3.4	Strengthen online service delivery and respond to the digital divide by supporting improvements in digital literacy.	Review and refresh of all eNews platforms	Completed	Corporate Strategy and Communications	Q3	Refreshed eNews template completed and rolled out Q3 2023	Customer First Strategy Digital Strategy	Sense of Community
		Website refresh	Completed	Corporate Strategy and Communications	Q1	Refresh of brand and improved home page functionality to improve customer experience	Corporate Business Plan 2020-2024	Sense of Community
		Digital Literacy (Libraries)	Ongoing	Cultural Services	Ongoing	Been accepted as a member of the digital accord.	Cultural Plan	Sense of Community
		Review of all Urban Planning Online Information	In progress - On track	Planning	Ongoing	Urban development related webpages reviewed regularly to make sure the information is friendly and up to date. This reflects work by both Statutory and Building Services	Customer First Strategy	Growth and Prosperity
Strategy 3.5	Enhance opportunities for civic engagement and building community capacity.	Consultation through Climate Action Reference Group (CARG)	Ongoing	Sustainability	Q1-Q4 2023-2024	Community Action Response Group engaged actively across 2023, and 2024 as part of the Community Climate Action Plan development. Draft Climate actions and vision statement were provided to the CARG in May of 2024. The future of CARG will be firmed up post Council approval of the Community Climate Action Plan.	Carbon Neutral by 2023 as an organisation Net Zero by 2050 for the geographic location	Clean and Green
		Melville Talks on-line portal	Completed	Customer and Community Participation	Q2	New initiative – Melville Sounding Board – opportunity for community to register for projects with engagement component	Strategic Community Plan	Sense of Community
		Urban Planning Counter Trial	Completed	Building & Environmental Health Services	Q1 - Q3 2023-24	In response to the GFG report Building Compliance funnels enquiries The Urban Planning Counter trial took place between August to December 2023, the trial concluded in January 2024 primarily due to a Directorate restructure which saw a shift in seating arrangements. The isolation of certain staff away from the broader teams raised concern with regards to team morale. In light of the above, further reviews are taking place within the Planning, Building and Compliance team to identify how the planning front counter can be best utilised to service the requirements of the broader team and customers.	Customer Experience Reimagined	Sense of Community

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June 2024

Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Priority 4: Support healthy lifestyles and wellbeing								
Strategy 4.1	Invest strategically in local infrastructure and built environments that support physical activity and healthy lifestyles.	Shirley Strickland Redevelopment	Completed	City Buildings	Q1-Q4 2022-2023	Completed in June 2022	Active Reserves Infrastructure Strategy	Healthy Lifestyles
		Tompkins Park Upgrade	In progress - On track	City Buildings	Ongoing	Stage 3B concept completed and detailed design underway for priority works addressing accessibility, safety and structural integrity issues. Report to Council on outcomes of tender process projected to be July 2024. Expect to complete detailed design in 2024-2025 and go out for tender for construction, with works expected to be initiated in 2025-2026	Attadale/Alfred Cove Foreshore Master Plan Active Reserves Infrastructure Strategy	Healthy Lifestyles
		Point Walter Multi-Sport Courts	In progress - On track	Healthy Melville	Q3	The construction of the netball courts to replace those at Troy Park has been completed with an expected opening in June 2024.	Attadale/Alfred Cove Foreshore Master Plan	Healthy Lifestyles
		Disability Access and Inclusion Upgrade Programme	Ongoing	City Buildings	Q1-Q4 2023-2024	Tier 1 buildings complete. Prioritisation of other Council and community buildings under assessment for implementation in 2024-2025.	Disability Access and Inclusion Plan and Policy	Sense of Community
		LeisureFit Booragoon Pool Redevelopment	In progress - On track	City Buildings	Q2-Q4 2023-2024	Tender accepted and works commenced in November 2023, with expected completion date of December 2024 for 50 metre pool and February 2024 for Leisure Pool. Gym, creche, spa and other facilities will remain operational during the construction period. Current status is as follows: 1. The demolition of the Leisure Pool is complete. 2. Earth works for the construction of the new Leisure Pool have commenced. 3. The project is proceeding with only minor delays, to specification, within budget and without incident.	Asset Management Plan	Healthy Lifestyles
		John Connell Reserve Master Plan	In progress - On track	Healthy Melville	Q3	Consultants element presented to the Elected Member Engagement Session on 23 April 2024 on the findings and key recommendations of the master plan report, including projected financial implications. A more detailed staging and implementation schedule for the recommendations will be prepared by the City for consideration of the 2024-2025 budget and long term financial plan. The City is awaiting a decision from DWER on the vegetation clearing application, submitted by the Leeming Spartans Cricket Club, associated with the proposed oval extension which has received Federal Government funding. The City has provided additional information requested by DWER in April 2024 and decision by DWER is expected in June 2024.	Active Reserves Infrastructure Strategy	Healthy Lifestyles
		Webber Reserve Masterplan Implementation	In progress - on track	Natural Areas and Parks	Q4 2023-2024	Exercise equipment will be installed in June 2024. Detailed design for civil plans for paths, parking, kerbing, retaining walls and surfaces is complete, with works out for tender and construction planned for 2024-2025. Contractor appointed to construct the pump track, with construction expected to be completed before the end of 2024.	Active Reserves Infrastructure Strategy Webber Reserve Master Plan	Healthy Lifestyles
		Southside BMX Facilities Building	In progress - on track	City Buildings	Q4	Design complete. The City was successful in receiving a \$300K Community Sport and Recreation Facility Fund Grant for this project from the State Government. A request for tender was advertised in April 2024, with commencement of site works planned for August 2024 and a project completion by April 2025.	Active Reserves Infrastructure Strategy	Healthy Lifestyles
		Mt Pleasant Bowling Club Refurbishment and POS Concept Design	Completed	City Buildings, Natural Areas and Parks	Building refurbishment completed, with POS design ongoing	Refurbishment of MPBC building completed in November 2023. Concept designs for the Barrisdale Public Open Space area have been completed, with design options presented to Elected Members through a EMES in May 2024.	Asset Management Council Decision	Healthy Lifestyles
		Floodlighting Upgrades	In progress - On track	City Buildings	Q2 2023-2024	Floodlighting complete at Bill Elson and Winnacott Reserves. Works commenced at Beasley Reserve and Peter Ellis Tennis Court.	Active Reserves Infrastructure Strategy	Healthy Lifestyles
		Pt Walter Bike Track	Ongoing	City Buildings	Q2-Q4 2023-2024	Works commenced in late 2023 on the mountain bike track and are expected to be completed in June 2024, with a public opening planned for 22 June 2024. Project funded by Local Roads and Community Infrastructure (LRCI) grant provided by the Federal Government.	Natural Asset Management Plan	Healthy Lifestyles

City of Melville Corporate Business Plan 2020-2024 Report

June 2024

Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
		Bicton Baths - Swim Lanes and Shark Barrier	Completed	City Buildings	Q2-Q3 2023-2024	Beach enclosure installed in December 2023, with official launch in January 2024. Swim lanes under review.	Bicton Foreshore Master Plan	Healthy Lifestyles
		Leeming Recreation Roof Replacement	In progress - on track	City Buildings	Not commenced	Scope for roof replacement, including ventilation system and changeroom upgrade is being finalised. Tender to be issued November 2024. Construction to commence Quarter 3, 2025.	Asset Management Plan	Healthy Lifestyles
		Bicton Baths Master Plan Works	In progress - on track	City Buildings	Not commenced	Redesign of changerooms required due to cost and expect to construct in 2024-2025	Bicton Foreshore Master Plan	Healthy Lifestyles
		Parks Capital Works project delivery and ongoing maintenance	Ongoing	Natural Areas and Parks	Q1-Q4 2023-2024	Irrigation system upgrades and ongoing sports field maintenance	Parks Asset Management Plan	Healthy Lifestyles
		Changeroom Upgrades	Ongoing	City Buildings	Q1-Q4 2023-2024	Progress on facilities outlined below. Melville Reserve - Refurbishment progressing well, although delays caused by latent conditions in building requiring additional work. Expected completion date in July 2024. Len Shearer - tender to be presented to July 2024 Ordinary Meeting of Council, noting the City received \$1.2M in CSRFF funding •Morris Buzzacott – design underway with planned construction over 2024-2025 and 2025-2026. •Troy Park – Concept design options completed with detail design planned for 2024-2025 and construction in 2025-2026. First Nations/User group meetings held with site investigations ongoing. •Trevor Gribble – Concept design planned for 2025-2026, with construction in 2026-2027. Investigations underway to determine role of facility in the context of a master planning exercise for Peter Ellis/Leeming Recreation Centre site. •Peter Ellis is currently planned for the construction of temporary modular toilet and change facilities in 2024-2025, however the need for this is currently on the basis that these facilities could be provided as part of the major upgrade to the Leeming Recreation Centre building as a longer-term solution. •Beasley, Winnacott, Karoonda – Concept designs are underway for all three changeroom upgrade projects and expected to be completed in the first part of 2024-2025. Construction for Beasley and Winnacott planned for 2025-2026, with Karoonda planned for 2024-2025 given it has received grant funding and is a minor internal refurbishment project. - Alan Edwards – planning to commence design in 2025-2026, with construction in 2026-2027 - Gairloch Reserve - planning to commence design in 2026-2027, with construction in 2027-2028.	Active Reserves Infrastructure Strategy	Healthy Lifestyles
Strategy 4.2	Increase advocacy and partnerships for identified needs relating to community health, safety and security.	Safer Melville Plan Review	Completed	Community Safety	Q1-Q4 2023-2024	Evaluation and review complete and presented to the Safer Melville Advisory Committee	2017-2021 Safer Melville Plan	Safe and Secure
		Creation of New Safer Melville Plan	Completed	Community Safety	Q1-Q4 2023-2024	Public comment finalised 1 March 2023, new Plan endorsed by Safer Melville Advisory Committee 15 March 2023.	2023-2027 Safer Melville Plan	Safe and Secure
		Cat Management Plan	Completed	Community Safety	Q1-Q4 2022-2023	Endorsed at March 2022 OMC.	2022-2026 Cat Management Plan for the City of Melville	Safe and Secure
		Creation of Road Safety Management Plan	In progress - Behind schedule	Engineering	Partially commenced	Draft is being reviewed. Will be completed in late 2024.	Driving Change Road Safety Strategy 2020-2030 (State Strategy)	Safe and Secure

City of Melville Corporate Business Plan 2020-2024 Report

June 2024

Corporate Business Plan Report 2023-2024		Key Projects and Initiatives	Status	Responsible Area	Time Frame	Comment	Informing Strategy	Strategic Community Plan Outcomes
Strategy 4.3	Empower inclusive participation and participation for sports and community groups	Review of Disability Access and Inclusion Plan	Completed	Customer and Community Participation	Q3	DAIP endorsed by Council 21 May 2024	Disability Access and Inclusion Plan 2024 - 2029	Sense of Community
		Community and Social Infrastructure review	In progress - on track	Customer and Community Participation	Q4	Consultant appointed, Internal working group commenced meeting – report to Council Q4	New strategic document	Sense of Community
		City of Melville Tennis Strategy	Completed	Healthy Melville	Q1-Q4 2023-2024	Adopted at Council in July 2023	Active Reserves Infrastructure Strategy	Healthy Lifestyles
		Wheeled Sport Plan	In progress - On track	Healthy Melville	Q2	Plan is out for public comment, closing June 2024 with expected outcome at August Council meeting	Community Plan, Directions from Young People	Healthy Lifestyles
		Natural Areas Friends of Groups	Ongoing	Natural Areas and Parks	Q1-Q4 2023-2024	Continue to work with the Friends of Groups in our Natural Areas	Environmental Friends Group Manual	Healthy Lifestyles
Strategy 4.4	Support National, State and community efforts to assist people in need.	Child Safe Melville	Ongoing	Customer and Community Participation	Q4	Consultants completed internal consultation – presentation to senior management group of proposed documentation 20 June 2024	New strategic documents	Sense of Community
Priority 5: Ensure long term financial sustainability								
Strategy 5.1	Undertake efficiency improvements to maximise cost effectiveness.	Development of service, project and program plans	Ongoing	Corporate Strategy and Communications	Annual	Service, project and program plans were developed and presented to Elected Members as part of the 2024-2025 annual integrated planning and budgeting process.	Local Government Integrated Planning and Reporting Framework	Business Excellence
		Review of Long Term Financial Model	Ongoing	Finance	Q4	Long Term Financial Plan Model complete and presented to Elected Members in February 2024	Local Government Integrated Planning and Reporting Framework	Business Excellence
Strategy 5.2	Advocate at National and State levels to maximise funding.	Development of an Advocacy and Grants Strategy	In progress - On track	Corporate Strategy and Communications	Ongoing	A dedicated Advocacy and Grants Specialist role is now in place. Council has endorsed seeking Federal funding opportunities for key identified projects.	Corporate Business Plan 2020-2024	Growth and Prosperity
Strategy 5.3	Identify opportunities for appropriate alternate revenue streams	Use of City landholdings for revenue generation	Ongoing	Strategic Property and Leasing	Ongoing	Development or lease opportunities being considered on a number of City landholdings, including 410 Canning Highway, the old Bridge Club site, and the future land-swap land adjacent to the Civic Centre. Reporting to Council on 410 Canning Highway and former Bridge Club scheduled for mid 2024.	City Land Strategy	Growth and Prosperity
Priority 6: Encourage local economic development								
Strategy 6.1	Encourage opportunities for increased private sector commercial and residential development in strategic locations.	Small Business Friendly Approval Program Implementation	Completed	Corporate Strategy and Communications	Q1	The Small Business Friendly Approvals Program was a 2-year project (June 2021 to June 2023). In July 2023 the final format report was submitted to the Small Business Development Corporation (SBDC).	Small Business Friendly Approvals Program Action Plan (SBDC) Customer First Approach	Growth and Prosperity
		Business Friendly Approach - Communication	Completed	Corporate Strategy and Communications	Q3	Distribution of Monthly eNews expanded to reach all local businesses, increasing subscribers from 2,521 to 20,555	Customer First Approach	Growth and Prosperity
		Myaree Masterplan and review of Activity Centre Plans	In progress - On track	Strategic Urban Planning	Q4	Draft Masterplan expected Q3/Q4 2024, Activity Centre Plan reviews either scheduled or currently underway	Local Planning Strategy	Growth and Prosperity
Strategy 6.2	Support opportunities for not-for-profit and social enterprise.	Placement And Maintenance Of Charity Clothing Collection Bins On Public Land	Ongoing	Resource Recovery & Waste	Q1-Q4 2023-2024	Allow access to public land to support non-for-profit and charitable organisations and minimise waste to landfill	Placement And Maintenance Of Charity Clothing Collection Bins On Public Land Policy OP 019	Clean and Green



City of
Melville

City of Melville Statutory Delegation and Authorisation Manual

Including Registers of Delegations

2024-2025 ~~2023-2024~~

**To search for a particular delegation, use
CTRL+F on your keyboard to open the
Find function.**

Updated ~~20 June 2023~~ 9 May 2024

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Part 1 - Introduction

Part 1 - Introduction

Part 1 - Introduction

1.1 - Structure of this Document

Part 1 provides general background to delegations and authorisations in the City of Melville, including the statutory context.

Parts 2 and 3 comprise the City's Register of Delegations as required by section 5.46 of the *Local Government Act 1995*, section 47 of the *Cat Act 2011*, section 10AB of the *Dog Act 1976*, and Clause 84 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Part 2 contains instruments of delegation from the Council to the CEO. These instruments include sub-delegations from the CEO to other employees where relevant. Each Division under this Part deals with a specific primary statute, and the specific enabling provisions and any limitations or conditions on the power of delegation are described at the beginning of the division.

Part 3 contains delegations from the CEO to employees of powers and duties assigned to the CEO by legislation. All current CEO delegations are made under the *Local Government Act 1995* section 5.44. This part excludes sub-delegations from the CEO to other officers of delegated powers, which are included in the instrument of delegation from Council listed in Part 2.

Part 4 contains statutory authorisations and appointments by the Council relating to the CEO or any other officer. Currently Council has made an authorisation under the *Local Government Act 1995* and an appointment under the *Health (Miscellaneous Provisions) Act 1911*. Each Division under this Part deals with a specific primary statute. The specific enabling provisions and any limitations or conditions on the authorisation power are described at the beginning of each division.

Part 5 lists delegations and authorisations granted to the local government, the CEO or to specified local government employees by State agencies that are primarily responsible for assisting in the administration of the relevant legislation. These delegations may contain conditions regarding the officers who may exercise the delegation. The officers or classes of officers who have been allocated responsibility for the exercise of the delegated or authorised functions are listed below the copy of the instrument of delegation or authorisation.

Part 6 provides guidance notes for the use of delegations and authorisations.

1.2 - Background

Council is responsible for the overall government of the City's affairs and the performance of the City's functions. The CEO is responsible, among other functions, for the management of the day-to-day administration of the operations of the City, including the management of other employees, for advising Council and for implementing the decisions of Council.

Legislation applicable to local government may reserve specific powers and duties to the Council, the CEO or a defined authorised person or class of persons. Where legislation grants a power or imposes a duty on 'local government', this is conventionally interpreted to mean the Council unless otherwise specified even if the power or duty is operational in nature.

The functions and powers allocated to local governments by legislation are so many and so diverse that it would be unrealistic to expect any Council to make every discretionary decision itself. The business of local government could not be carried out under such conditions.

Part 1 - Introduction

Where permitted by legislation, delegation of authority is a practical and prudent mechanism to facilitate timely decisions within legislative constraints and to ensure decisions are made lawfully by a delegate with appropriate technical expertise or experience. Delegations are made by the Council where permitted under relevant legislation in order to enable the efficient and orderly governance of the City. Under some legislation, the CEO may also delegate statutory or delegated powers to another person.

Safeguards may be incorporated into delegations such as limiting the circumstances in which a delegation can be exercised or imposing financial or other limits to the delegated power.

The delegation of a power or duty does not preclude a delegator from exercising or performing that power or duty itself or by acting through any employee authorised, by job description or otherwise, to carry out a function as the agent of, and on behalf of, the local government in accordance with approved policies.

A person granted a delegation is not obliged to exercise the delegated power and may, if circumstances indicate, refer the decision back to the delegator.

Legislation varies in how delegation of authority is provided for, including limitations, conditions and reporting or review requirements. Reviews of delegations, where required by law, are the responsibility of the delegator.

Under the *Local Government Act 1995* and some other legislation, persons affected by specified decisions made under delegated authority have a right under Part 9 Division 1 of the *Local Government Act 1995* to lodge an objection to the decision, which must be considered by Council, and/or to seek a review of the decision by the State Administrative Tribunal.

1.3 - Legislated Register of Delegations

Section 5.46 of the *Local Government Act 1995* requires:

- (1) The CEO to keep a register of the delegations made to the CEO and to employees under Part 5 Division 4 of that Act;
- (2) Delegations made under Part 5 Division 4 of that Act to be reviewed by the delegator at least once every financial year; and
- (3) Every person to whom a power or duty is delegated under that Act to keep prescribed records in relation to the exercise of the delegated authority.

Similar requirements apply to delegations under the *Cat Act 2011*, *Dog Act 1976* and *Planning and Development Act 2005*.

Other Acts conferring powers and duties on local governments do not specify such requirements for recording and review, but for the purposes of consistency and convenience, all delegations are listed in this register.

1.4 - Statutory Delegation by Local Governments

Delegation provisions in legislation are generally stated in the form 'a local government may delegate to [specified delegate(s)] its powers and duties under this Act'. Sometimes the delegation power may relate only to a part of the Act and sometimes it may refer to 'functions'. Under the *Interpretation Act 1984*, a 'function' includes powers, duties, responsibilities, authorities and jurisdictions.

A Council delegation is unnecessary where the legislation has conferred a specified function or power directly on the CEO or on another defined class of authorised persons. Section 50(1)

Part 1 - Introduction

of the *Interpretation Act 1984* specifies that *'Where a written law confers upon a person power to do or enforce the doing of any act or thing, all such powers shall also be deemed to be conferred on the person as are reasonably necessary to enable him to do or to enforce the doing of the act or thing.'*

Delegations are therefore restricted to the statutory powers, duties and functions explicitly conferred or imposed on the delegator by legislation, and are often referred to as statutory delegations. Broadly, sections 58 and 59 of the *Interpretation Act 1984* provide for how delegations are to be made and exercised.

Delegation is appropriate for functions requiring the broad exercise of independent discretion in decision-making. A delegate is not expected to seek approval for their decisions under delegation. Section 58 of the *Interpretation Act 1984* clarifies this independence:

'Where under a written law the performance of a function by a person is dependent upon the opinion, belief, or state of mind of that person in relation to a matter and that function has been delegated under a written law, the function may be performed by the delegate upon the opinion, belief, or state of mind of the delegate in relation to that matter.'

This does not preclude the use of policies that guide decision-making to ensure consistency and alignment with certain principles and outcomes.

Section 59 of the *Interpretation Act 1984* states that *'where a written law confers power upon a person to delegate the exercise of any power or the performance of any duty conferred or imposed upon him under a written law... such a delegation may be made to a specified person or to persons of a specified class, or may be made to the holder or holders for the time being of a specified office or class of office.'*

It is more efficient and effective to delegate to positions rather than individuals so that anyone appointed to or acting in that position may undertake the functions/duties or exercise the powers without a new delegation being required.

Some legislation may restrict the local government to delegating a power or function only to the local government CEO, although some Acts provide for the local government to delegate to persons other than the CEO, such as other local government employees or committees. The CEO may further delegate those powers to other officers only if sub-delegation is permitted by the legislation.

Delegations are required to be made in writing, and for Council delegations, this normally takes the form of a resolution that is recorded in the Council Minutes. The City has adopted a standard form for instruments of delegation that also provides for recording sub-delegations, specifying recordkeeping obligations, and listing relevant policies and legislation to guide the delegates in exercising the delegated authority.

Under the *Local Government Act 1995*, *Cat Act 2011*, *Dog Act 1976*, *Graffiti Vandalism Act 2016* and *Planning and Development (Local Planning Schemes) Regulations 2015*, delegations by Council must be made by absolute majority resolution. Other legislation does not require an absolute majority to grant, amend or revoke a delegation by Council.

Under section 5.71 of the *Local Government Act 1995*, an employee may not exercise a delegated power or discharge a delegated duty if they have a financial interest in the matter. Non-financial interests must be declared and managed.

Part 1 - Introduction

A person who holds delegated powers or duties under Part 5 Division 4 of the Local Government Act is classified as a designated employee and a relevant person for the purposes of lodging primary and annual returns under sections 5.75 and 5.76. The [Local Government Operational Guideline on Primary and Annual Returns](#) specifies that if a designated employee ceases to hold that position within three months of the start date, no primary return is required. Short-term acting arrangements in a position holding relevant delegations therefore may not trigger a requirement for a primary return, but acting arrangements exceeding three months will do so.

Further information on delegations in local government can be found in the [Local Government Operational Guideline on Delegations](#).

1.5 - Alternatives to Delegation: Appointments, Authorisation and Acting Through

1.5.1 Appointments

Some legislation, particularly that with a strong enforcement element, provides for the local government (or its delegate) to appoint authorised persons to undertake certain functions and duties, and to exercise powers, that are imposed or conferred on authorised persons by that legislation. They may also be called authorised officers, or approved officers, or designated officers, or a legislation-specific term. Once appointed under a specific Act, an authorised person does not need any further delegation to exercise the powers conferred on authorised persons by that legislation.

Section 26 of the *Health (Miscellaneous Provisions) Act 1911* is a special case in that it provides for the local government to appoint and authorise a person to be its deputy to exercise the powers and perform the functions of the local government under that Act and the regulations and local laws made under it. The Act does not grant local governments a delegation power but in practice the role of a deputy is equivalent to that of a delegate.

1.5.2 Authorisation

Some legislative provisions may specify that a power may be exercised or a function performed only by a person specifically authorised to do so by the local government. While the power to authorise a person may be delegated, this authorisation is not itself a delegation. The person authorised acts as an agent of the local government within operational parameters such as a policy, procedure or work instruction and may be required to seek approval for their decisions.

Where a power is required under the Act to be exercised by a person authorised to do so, an authorisation rather than a delegation is required. The Council may authorise specified persons directly or delegate the power to the CEO to authorise persons to perform functions. Authorisation is usually granted to position titles and anyone employed or acting in that position may exercise the authorisation.

One example of authorisation is section 9.49A of the *Local Government Act 1995*, which provides for a local government, by resolution, to authorise the CEO, another employee or an agent of the local government to sign documents on behalf of the local government.

1.5.3 Acting Through

Section 5.45(2) of the *Local Government Act 1995* clarifies that regardless of delegations in place, a local government may perform any of its functions by acting through a person other

Part 1 - Introduction

than the CEO, and the CEO may perform any of their functions by acting through another person.

[Operational Guideline 17 – Delegations](#), published by the Department of Local Government, Sport and Cultural Industries, provides guidance as to when delegation is appropriate and when a function may be effectively undertaken by acting through authorised employees.

The *Local Government Act 1995* does not define 'acting through', but generally where the legislation provides little or no discretion in carrying out a function or duty, then the function or duty may be undertaken by the local government acting through an employee operating in the normal course of their duties. For example, the legislation may state that a local government 'must' or 'shall' do or not do something under specified circumstances, or set out clear rules about how or when something must be done.

Conversely, where the legislation states the local government 'may' do something and allows for substantial discretion on the part of the decision maker, particularly if the decision will have a significant impact on the City or on the person affected, the function must be:

- delegated;
- where specified in the legislation, undertaken by a person authorised to exercise the power or undertake the function within specified parameters; or
- be subject to a formal policy and/or procedure that provides sufficient control and accountability about how the decisions are made by officers required to administer the function as part of their normal duties.

Where considered appropriate and effective in operation, Council may approve policies about particular functions of the local government. This may remove the need for a delegation as it is the role of the organisation to implement the Council's policies. The CEO has explicit authority to implement the City's decisions through the relevant employees.

'Acting through' may better suit certain operational processes, reduce additional recording and reduce reporting requirements compared with the exercise of delegated authority.

1.6 - Statutory Delegations and Authorisations by External Agencies

Some powers and duties exercised or discharged by the City may be a result of delegation by a State authority or public officer, generally the CEO of the department or statutory officer responsible for assisting the responsible minister in the administration of a specific Act.

Such delegations may be to the local government, or to the local government CEO or to specified officers or classes of officers in local governments. None of the State delegations currently held by the City provide for sub-delegation.

A State agency exercising a power or discharging a duty under a statute may also authorise a local government to undertake specified functions under legislation for which it has responsibility.

Currently, the City or its officers hold delegated authority or authorisations from the CEO of the Department of Water and Environmental Regulation, the Western Australian Planning Commission and the Commissioner of Main Roads.

Part 2 - Register of Statutory Delegations by Council

Part 2 - Register of Statutory Delegations by Council

Previously reviewed in accordance with *Local Government Act 1995* section 5.46(2), *Cat Act 2011* section 47(2), *Dog Act 1976* section 10AB(2) and *Planning and Development (Local Planning Scheme) Regulations 2015* clause 84:

Ordinary Meeting of Council	21 June 2011	C/11/5187
Ordinary Meeting of Council	17 April 2012	C/12/5217
Ordinary Meeting of Council	21 May 2013	C/13/5291
Ordinary Meeting of Council	17 June 2014	M14/5369
Ordinary Meeting of Council	12 May 2015	M15/5418
Ordinary Meeting of Council	17 May 2016	M16/5477
Ordinary Meeting of Council	16 May 2017	M17/5549
Ordinary Meeting of Council	19 June 2018	M18/5618
Ordinary Meeting of Council	18 June 2019	M19/5691
Ordinary Meeting of Council	16 June 2020	M20/5749
Ordinary Meeting of Council	15 June 2021	M21/5842
Ordinary Meeting of Council	19 July 2022	M22/5920
Ordinary Meeting of Council	20 June 2023	C23/25
Ordinary Meeting of Council	18 June 2024	C24/157

Part 2 - Register of Statutory Delegations by Council

Division 1 - Local Government Act 1995 and Regulations and Local Laws**2.1.1 Enabling legislative provisions**

Council may delegate to:

- a) A committee (section 5.16(1))
 - i) Comprising council members and employees – only powers and duties that may be delegated to the CEO (section 5.17(b)); or
 - ii) Including people who are neither council members nor employees, as described in section 5.9(c), (d) and (e) – only powers and duties related to management of the property or events in which the committee is involved (section 5.17(c)).
- b) The CEO (section 5.42 (1)(a) – all powers and duties of the local government under the Act except those listed in section 5.43 or prescribed by regulations.

2.1.2 Matters that may not be delegated

1) To committees:

- a) Comprising council members only – no power or duty that requires an absolute majority decision or that is prescribed (section 5.17(a)); and
- b) If the committee contains no members who are council members or employees, then no delegation is permitted (section 5.17(d)).

2) To the CEO:

Section 5.43 of the Act states that a local government cannot delegate to a CEO any of the following powers and duties

- (a) Any power or duty that requires a decision of an absolute majority of the council;
- (b) Accepting a tender which exceeds an amount determined by the local government;
- (c) Appointing an auditor;
- (d) Acquiring or disposing of any property valued at an amount exceeding that determined by the local government;
- (e) Any of the local government's powers under sections 5.98, 5.98A, 5.99A, 5.99 and 5.100 of the Act (fees, allowances and payments to Council members);
- (f) Borrowing money on behalf of the local government;
- (g) Hearing or determining an objection of a kind referred to in section 9.5 (objection to certain local government decisions);
- (ha) The power under section 9.49A(4) to authorise the CEO, another employee or an agent to sign documents on behalf of the local government;
- (h) Any power or duty that requires the approval of the Minister or Governor; or
- (i) Such other duties or powers that may be prescribed by regulation.

With respect to the last point (i) above:

1. Regulation 18G of the *Local Government (Administration) Regulations 1996* prohibits the delegation to a CEO of the powers and duties under:
 - (a) Sections 7.12(a), 7.12A(3)(a) and 7.12A(4) of the *Local Government Act 1995* (relating to meetings with auditors); and
 - (b) Regulations 18C and 18D (relating to the selection and appointment of CEO's and reviews of their performance).
2. Regulation 6 of the *Local Government (Financial Management) Regulations 1996* prohibits the delegation of the duty to conduct an internal audit to an employee (including a CEO) who has been delegated the duty of maintaining the local government's day to day accounts or financial management operations.

Part 2 - Register of Statutory Delegations by Council

2.1.3 Sub-delegation

1. The CEO may delegate to any employee a power or duty that has been delegated to the CEO under section 5.42 (section 5.44(1) and (3)).
2. A delegation must be made in writing (section 5.44(2)) and is subject to any conditions imposed by the local government on its delegation to the CEO (section 5.44(3)).
3. The CEO may impose further conditions on a delegation that is sub-delegated (section 5.44(4)).

2.1.4 Making delegations

1. An absolute majority decision of Council is required to delegate powers and duties to the CEO (section 5.42(1)).
2. A delegation made under section 5.42 must be in writing and can be general or as otherwise provided (s.5.42(2)).
3. A delegation has effect indefinitely unless otherwise specified in the delegation (section 5.45(1)(a)).
4. Any decision to amend or revoke a delegation made by a local government is to be by an absolute majority decision (section 5.45(1)(b)).

2.1.5 Recording and Review Obligations

1. The CEO to keep a register of the delegations made under Part 5 Division 4 to the CEO and to employees (section 5.46(1)).
2. At least once every financial year delegations made under Part 5 Division 4 are to be reviewed by the delegator (section 5.46(2)).
3. Every person to whom a power or duty is delegated under the *Local Government Act 1995* is to keep records in accordance with the *Local Government (Administration) Regulations 1996* in relation to the exercise of the power or discharge of the duty (section 5.46(3)).

Regulation 19 of the *Local Government (Administration) Regulations 1996* specifies that where a power or duty has been delegated under the *Local Government Act 1995* to the CEO or any other employee, the person to whom the power or duty has been delegated must keep a written record of:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

2.1.6 Other obligations on delegates

Under section 5.71, an employee who has been delegated a power or duty under Part 5 Division 4 relating to a matter, must not exercise that power or discharge that duty if they have an interest in the matter as defined in sections 5.60A or 5.60B, and must disclose the nature of the interest to the Mayor (if the CEO) or to the CEO (any other employee).

Employees holding delegated authority (including sub-delegations) under Part 5 Division 4 of the *Local Government Act 1995* must lodge a primary financial return under section 5.75 of the Act within three months of receiving the delegation and must thereafter, while holding the delegated authority, lodge an annual return under section 5.76 of the Act.

Part 2 - Register of Statutory Delegations by Council

DA-006 Unvested Facilities in Two or More Districts

Delegator: Council Process Owner: CEO		Delegation: DA – 006 Last Review Date: ~~1820~~ June 2024⁴³
Description	Authority to agree on the control and management of an unvested facility if it lies within two or more Local Government districts.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 3.53: Control of certain unvested facilities	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	None	
Conditions on Delegation/Sub Delegation	None	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Property/Land Administration 5.48 6D COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended title to clarify function.	

Part 2 - Register of Statutory Delegations by Council

DA-007 Leasing/Licensing of Property

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 007 Last Review Date: ~~1820~~ June 2024⁴³
Description	Authority to: - Dispose of property by way of lease/licence or hire agreement including to advertise disposal in accordance with section 3.58 of the Act; and - Negotiate, execute and administer lease and other contractual documents for the purposes of a lease, licence or hire agreement, including assignment, extension and renewal.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 3.58(2)-(3): Disposing of property	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	- Director Corporate Services (any lease/ licence) - Director Community Development (restricted to leases and management licences with community, sporting groups, government agencies, artists and cultural organisations, and to commercial parking leases)	
Conditions on Delegation/Sub Delegation	Delegation to CEO limited to disposal of an interest in land/property by leasehold or licence or a hire agreement to an annual property rental value of \$100,000 per annum (excl. GST) and a maximum lease term of ten years. Sub-delegation is limited to disposal of property by way of lease/licence or hire agreement to a value of \$50,000 per annum (excl. GST) and a maximum term of five years.	
Compliance links	<i>Local Government (Functions & General) Regulations 1996</i> Regulation 30: Dispositions of property with market value less than \$20,000 excluded from section 3.58 of Act. <i>Property Law Act 1969</i> <i>Commercial Tenancy (Retail Shops) Agreements Act 1985</i>	
Policy Reference	CP-005 – Land and Property Retention, Disposal and Acquisition Related Delegation: DA-008 Disposition of Land and Other Assets	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: PROPERTY MANAGEMENT – Leases-Licences-Agreements-Contracts 22.07 7D COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to incorporate delegations previously recorded in DA009,	

Part 2 - Register of Statutory Delegations by Council

	DA011 and DA-087.

DA-008 Disposition of Land and Other Assets

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 008 Last Review Date: ~~1820~~ June 2024⁴³
Description	Authority to initiate and conclude the disposal (excluding disposal by way of lease) of land and property up to \$500,000.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 3.58: Disposing of property Section 3.59: Commercial enterprises by local government	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Corporate Services • ~~Director Environment and Infrastructure~~ • ~~Director Community Development~~ Director Community Development • Manager Financial Services • Manager City Buildings	
Conditions on Delegation/Sub Delegation	Delegation thresholds per transaction: • Chief Executive Officer – up to \$500,000 • Director Corporate Services – \$19,999 / \$74,999 • Director Environment and Infrastructure – \$19,999 / \$74,999 • ~~Director Community Development – \$19,999 / \$74,999~~ Director Community Development- \$19,999/ \$74,999 • Manager Financial Services – \$5,000 / \$19,999 • Manager City Buildings – \$5,000/\$19,999 Note the \$74,999 above relates to property which is provided as consideration for the purchase of other property up to the value of \$75,000, e.g., a motor vehicle trade in. This is in accordance with Regulation 30(3)(b).	
Compliance links	<i>Local Government Act 1995</i> Section 5.43(d): Limit on value of disposed property <i>Local Government (Functions and General) Regulations 1996</i> Regulation 8A: Amount prescribed for major land transactions, exempt land transactions Regulation 8: Exempt land transactions Regulation 30: Dispositions of property excluded from Act section 3.58	
Policy Reference	CP-005 Land and Property Retention, Disposal and Acquisition Related Delegation: DA-007 Leasing/Licensing of Property	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index:	

Part 2 - Register of Statutory Delegations by Council

	COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P STRATEGIC PROPERTY MANAGEMENT – Land and Property Acquisition / Disposal / Development 20.71 5A
Period of Validity	Ongoing
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007
Substantive Amendments	Ordinary Meeting of Council – 15 June 2021 – M21/5842 Amended sub-delegation thresholds for Manager Financial Services and Manager City Buildings. <u>8 August 2023</u> <u>Amended sub-delegation to extend to Director Community Development.</u>

Part 2 - Register of Statutory Delegations by Council

DA-015 Bonds for Works

Delegator: Council		Delegation: DA – 015
Process Owner: Director Planning		Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to determine the value of and conditions associated with the lodgement of cash bonds or other performance bonds for works associated with the subdivision or development of land that may affect thoroughfares and public places; and to approve the return or payment of such bonds upon the completion of the works or event.	
Statutory Power or Duty Delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> <u>Regulation 6(4)(c)-(d)</u> : Obstruction of public thoroughfare <u>Regulation 11(6)(b)-(c)</u> : Dangerous excavation in or near public thoroughfare <u>Regulation 17(5)</u> : Private works on, over, or under public places	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers and duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Planning • Director Environment and Infrastructure • Manager Statutory Planning <u>and Building</u> • <u>Manager Engineering</u> • <u>Manager Environmental Health and Compliance</u>	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Local Government Act 1995</i> , Schedule 9.1 <i>Local Government (Uniform Local Provisions) Regulations 1996</i>	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P PROPERTY MAINTENANCE – Security Deposits/Bonds/Retention Money 21.09 7D	
Period of Validity	Ongoing	
Adopted by Council	Technical Services Committee – 5 November 1996 – T96/8030	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amend to clarify circumstances when delegation exercised. <u>Ordinary Meeting of Council – 18 June 2024 – C24/157</u> <u>Amended sub-delegation to extend to Manager Environmental Health and Compliance.</u>	

Part 2 - Register of Statutory Delegations by Council

DA-016 Administration of Local Laws

Delegator: Council Process Owner: CEO		Delegation: DA – 016 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to administer City of Melville Local Laws.	
Statutory Power or Duty Delegated	Powers to determine applications, issue and apply conditions to approvals, consents, permits, licences and registrations, undertake enforcement functions and exercise discretion under the following local laws: 1. <i>Activities in Thoroughfares, Public Places and Trading Local Law 2014</i> 2. <i>By-laws Relating to Fences 1996</i> 3. <i>Dog Local Law 2021</i> 4. <i>Health Local Laws 1997</i> 5. <i>Local Government Property Local Law 2010</i> ~~6. <i>Local Law relating to Firebreaks 1997</i>~~ ~~7.6. <i>Local Law relating to Street Numbering 2006</i>~~ ~~8.7. <i>Parking Local Law 2023</i>~~⁴⁶	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers and duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	See attached sub-delegation matrix	
Conditions on Delegation/Sub Delegation	Infringements may only be issued by persons authorised for the purposes of section 9.16 of the <i>Local Government Act 1995</i> .	
Compliance links	<i>Local Government Act 1995</i> Part 9, Division 1: Objections and Review Part 9, Division 2: Enforcement and Legal Proceedings	
Policy Reference	CP-068 Street Numbering Policy Australian Standard AS/NZS 4819:2011: Geographic Information – Rural and Urban Addressing <i>Local Law relating to Street Numbering 2006</i> SPP 7.3 Residential Design Codes CP-078 - Residential Development Policy LPP 2.2 Outdoor Advertisements and Signage Policy CP-097 Parking Permit Policy CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index for decision	
Period of Validity	Ongoing	
Adopted by Council	Planning & Development Services Committee – 12 November 1996 – P96/7023	

Part 2 - Register of Statutory Delegations by Council

Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to align with legislative provisions, add policy and legislative references. Ordinary Meeting of Council 15 June 2021 – M21/5842 Updated sub-delegate position titles, add sub-delegation for purposes of Parking Local Law to Manager Engineering, and sub-delegation for purposes of Thoroughfares Local Law to Manager Cultural Services; revoke sub-delegation to Manager Natural Areas and Parks in relation to Street Numbering Local Law.

DA – 016 SUB-DELEGATION MATRIX

Key to Local Laws:

1. *Activities in Thoroughfares, Public Places and Trading Local Law 2014*
2. *By-laws relating to Fences 1966*
3. *Dog Local Law 2021*
4. *Health Local Laws 1997*
5. *Local Government Property Local Law 2010*
6. *Local Law relating to Street Numbering 2006*
7. *Parking Local Law 20~~23~~⁴⁶*

Position	1	2	3	4	5	6	7
Director Community Development	√		√		√		√
Manager Community Safety	√		√		√		√
Coordinator Rangers and Emergency Management	√		√		√		√
Manager Healthy Melville	√			√	√		
Manager Cultural Services	√						
Director Environment and Infrastructure	√				√		√
Manager Engineering	√				√		√
Manager Natural Areas and Parks	√				√		
Director Planning	√	√				√	
Manager Statutory Planning and Building		√				√	
Planning Services Coordinator/Principal Statutory Planner		√				√	
Senior Planning Officer		√				√	
Manager Building and Environmental Health Services/Manager Environmental Health and Compliance	√	√					
Coordinator Environmental Health	√			√			
Building Services Coordinator	√	√					
Senior Building Surveyor		√					
Director Corporate Services	√				√		

Part 2 - Register of Statutory Delegations by Council

DA-024 Senior Employees

Delegator: Council Process Owner: CEO		Delegation: DA –024 Last Review Date: ~~20-18~~ June 2024⁴³
Description	1. Authority to designate any employees or persons belonging to a class of employee to be a senior employee; and 2. Authority to advertise the vacant position of a designated senior employee.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 5.37 (1), (3)-(4)	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	None	
Conditions on Delegation/Sub Delegation	An advertisement is to be in the manner and contain such information with respect to the position as is prescribed.	
Compliance links	<i>Local Government (Administration) Regulations 1996</i> <u>Regulation 18A</u> : Vacancy in position of CEO or senior employee to be advertised	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P ORGANISATIONAL DEVELOPMENT POSITION DESCRIPTIONS – Employee Services 60.1 2D	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-026 Determination of Criteria for Acceptance of Tenders and Pre-Qualified Supplier Panels

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 026 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Before tenders and/or applications for pre-qualified supplier panels are publicly invited, authority to determine in writing the criteria for deciding which tender should be accepted.	
Statutory Power or Duty Delegated	<i>Local Government (Functions & General) Regulations 1996</i> Regulation 14(2a): Publicly inviting tenders, requirements for <u>Regulation 24AD(3)</u> : Requirements when inviting persons to join panel of pre-qualified suppliers	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	All Directors	
Conditions on Delegation/Sub Delegation	Directors may only exercise this sub-delegation with respect to tenders and/or prequalified supplier panels emanating from their Directorate.	
Compliance links	None	
Policy Reference	CP-023 Procurement Policy	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COUNCIL ADMINISTRATION – Procurement – Tenders 5.36 5A	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-027 Rejecting and Accepting Tenders and/or Applications for Pre-Qualified Supplier Panels

Delegator: Council		Delegation: DA – 027	
Process Owner: CEO		Last Review Date: 20-18 June 2024⁴³	
Description	1. Authority to accept tenders and applications for pre-qualified supplier panels, up to the value of \$550,000 (excluding GST), including pre award minor variations but excluding post award variations, per tender or application, per contract year; and 2. Authority to decline to accept any tender and to accept the withdrawal of a tender once awarded.		
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 3.57: Tenders for providing goods and services Section 9.49B: Contract formalities		
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO		
Delegated to	Chief Executive Officer		
Statutory Power to sub delegate:	Sub-delegation is not permitted		
Sub Delegated to:	Not applicable		
Conditions on Delegation/Sub Delegation	Maximum threshold \$550,000 (excl. GST) per tender, per contract year. Decision to be made following receipt and consideration of a recommendation from the Contracts and Tenders Advisory Unit.		
Compliance links	<i>Local Government (Functions and General) Regulations 1996</i> <u>Regulation 11</u>: When tenders have to be publicly invited <u>Regulation 13</u>: Requirements when a local government invites tenders though not required to do so <u>Regulation 14</u>: Publicly inviting tenders, requirements for <u>Regulation 15</u>: Minimum time to be allowed for submitting tenders <u>Regulation 18</u>: Rejecting and accepting tenders <u>Regulation 20</u>: Variation of requirements before entry into contract <u>Regulation 21</u>: Limiting who can tender, procedure for <u>Regulation 22</u>: Minimum time to be allowed for submitting EoI <u>Regulation 24AH</u>: Rejecting and accepting applications to join panel of pre-qualified suppliers DA-028 – Contract Variations and Selection of Next Successful Tenderer		
Policy Reference	CP-023 Procurement Policy		
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COUNCIL ADMINISTRATION – Procurement – Tenders 5.36 5A		
Period of Validity	Ongoing		
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007		
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to remove reference to expressions of interest (covered in DA-030) and unnecessary reference to ‘capital projects’		

Part 2 - Register of Statutory Delegations by Council

DA-028 Contract Variations and Selection of Next Successful Tenderer

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 028 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Pre-Award 1. Power to make a minor variation to the goods and services specified and enter a contract with the chosen tenderer for the supply of the varied requirement; and 2. Power to select the next most advantageous tenderer if the chosen tenderer does not agree on a contract with the varied requirements. Post Award Following acceptance of a tender and having entered into a contract for the supply of products or services, authorise variations which are unforeseen.	
Statutory Power or Duty Delegated	<i>Local Government (Functions and General) Regulations 1996</i> <u>Regulation 20</u>: Variation of requirements before entry into the contract <u>Regulation 21A</u>: Varying a contract for the supply of goods or services	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u>: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u>: CEO may delegate powers and duties to other employees	
Sub Delegated to:	• All Directors • All Managers	
Conditions on Delegation/Sub Delegation	Directors/Managers may only exercise the sub-delegated power with respect to tenders and contracts originating in their directorate. A minor variation means a variation that has does not significantly increase the risk to the City associated with the terms and conditions, and does not fundamentally alter the scope of works and/or the goods or services that tenderers were invited to supply. Post-contract variations are to be made following the post award contract variation procedure.	
Compliance links	<i>Local Government (Functions and General) Regulations 1996</i> <u>Regulation 11</u>: When tenders have to be publicly invited <u>Regulation 20</u>: Variation of requirements before entry into contract <u>Regulation 21A</u>: Varying a contract for the supply of goods or services Post Award Contract Variation Directorate Procedure DA-027 – Rejecting and Accepting Tenders and/or Applications for Pre-Qualified Supplier Panels	
Policy Reference	CP-023 Procurement Policy	

Part 2 - Register of Statutory Delegations by Council

Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COUNCIL ADMINISTRATION – Procurement – Tenders 5.36 5A
Period of Validity	Ongoing
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Simplified description.

Part 2 - Register of Statutory Delegations by Council

DA-030 Consideration of Expressions of Interest to Supply Products or Services

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 030 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to consider expressions of interest that have been called in accordance with the <i>Local Government Act (Functions & General) Regulations 1996</i> and decide which, if any, of those expressions of interest are from persons capable of satisfactorily supplying the products or services.	
Statutory Power or Duty Delegated	<i>Local Government (Functions and General) Regulations 1996 Regulation 23(3):</i> Rejecting and accepting expressions of interest to be acceptable tenderer	
Statutory Power to Delegate	<i>Local Government Act 1995 Section 5.42:</i> Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995 Section 5.44:</i> CEO may delegate powers and duties to other employees	
Sub Delegated to:	All Directors	
Conditions on Delegation/Sub Delegation	Directors may only exercise the sub-delegated power in respect to expressions of interest originating in their Directorate.	
Compliance links	<i>Local Government (Functions and General) Regulations 1996 Regulation 23:</i> Rejecting and accepting expressions of interest to be acceptable tenderer	
Policy Reference	CP-023 Procurement Policy	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-031 Reimbursement of Expenses for Employee Committee Members

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 031 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to reimburse an employee on a committee for an expense that was incurred in relation to a matter affecting the City of Melville.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 5.101(2)</u> : Payments for employee committee members	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• All Directors • Managers	
Conditions on Delegation/Sub Delegation	Delegates and sub-delegates are not authorised to approve payments to themselves.	
Compliance links	<i>Local Government Act 1995</i> <u>Section 5.102</u> : Expense may be funded before actually incurred	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate financial records	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 15 June 2021 – M21/5842	

Part 2 - Register of Statutory Delegations by Council

DA-032 Granting of a Concession or Writing off Debts Owed to the Council

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 032 Last Review Date: 20-18 June 2024⁴³
Description	1. Authority to determine what conditions apply to the granting of a concession proposed to be undertaken (except for rates & service charges); 2. Authority to waive or grant concessions in relation to any amount of money except for rates & service charges; and 3. Authority to write off any amount of money that is owed to the local government (including rates & service charges).	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 6.12(1)(b)-(c): waive and grant concessions; write off any amount of money Section 6.12(3): grant of a concession under section 6.12(1)(b) may be subject to any conditions	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	- All Directors in relation to concessions or write offs emanating from their Directorate - Manager Financial Services	
Conditions on Delegation/Sub Delegation	Delegation thresholds: - Chief Executive Officer – Limit \$10,000 for any one item - All Directors – Limit \$5,000 for any one item - Manager Financial Services – Limit \$1,000 for any one item Any write offs in accordance with function 3 above are to be notified to the Council in the next available Council meeting in the CEO report that presents the monthly Statements of Financial Activity. This delegation does not apply to waiving fees or granting concessions in relation to the Community Partnership Fund, which is to be done under delegation DA-115.	
Compliance links	None	
Policy Reference	CP-025 Accounting Policy	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate financial records	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended conditions to differentiate from waivers and concessions granted under the Community Partnership Fund under DA-115.	

Part 2 - Register of Statutory Delegations by Council

DA-033 Power to Invest

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 033 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to invest money held in the Municipal or Trust funds that is not, for the time being, required for any other purpose, in accordance with the <i>Trustees Act 1962</i> , Part III. Note: The Municipal Fund includes the Reserve Accounts which form part of what is commonly known as the City of Melville Reserve Fund.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 6.14(1): Power to invest	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Corporate Services • Manager Financial Services • Senior Accountant (Management) • Management Accountant	
Conditions on Delegation/Sub Delegation	Investment must be in accordance with Part III of the <i>Trustees Act 1962</i> , the <i>Local Government Act 1995</i> , the <i>Local Government (Financial Management) Regulations 1996</i> and Council Policy. All investment transactions are required to be authorised by two of the delegated officers of which at least one of whom will be a Category A authorised signatory as outlined in DA-035.	
Compliance links	<i>Trustees Act 1962</i> , Part III Investments <i>Local Government (Financial Management) Regulations 1996</i> Regulation 19: Investments, control procedures for Regulation 19C: Investment of money, restrictions on	
Policy Reference	CP-009 Investment of Funds	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate financial records	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 15 June 2021 – M21/5842 Ordinary Meeting of Council – 20 June 2023 – C23/25 Manager Organisational Development removed as position no longer exists	

Part 2 - Register of Statutory Delegations by Council

DA-035 Payment of Accounts from Municipal or Trust Funds

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 035 Last Review Date: 20-18 June 20243	
Description	Power to authorise payments from the Municipal and Trust Funds and all transactions on Municipal, Trust and Reserve Bank Accounts.		
Statutory Power or Duty Delegated	Local Government Act 1995 Section 6.7(2): Money held in the municipal fund may be applied towards the performance of functions and exercise of powers of the local government Section 6.9(2): Money or property held in the trust fund is to be applied for the purposes of, and in accordance with, the trusts affecting it		
Statutory Power to Delegate	Local Government Act 1995 Section 5.42: Delegation of some powers or duties to the CEO		
Delegated to	Chief Executive Officer (Category A signatory)		
Statutory Power to sub delegate:	Local Government Act 1995 Section 5.44: CEO may delegate powers and duties to other employees		
Sub Delegated to:	Position (Signatory)	Signatory category	
	Director Corporate Services	Category A	
	Manager Financial Services	Category A	
	Director Community Development	Category A	
	Director Environment and Infrastructure	Category A	
	Director Planning	Category A	
	Senior Accountant (Management)	Category B	
	Management Accountant	Category B	
Conditions on Delegation/Sub Delegation	The Local Government (Financial Management) Regulations 1996 Regulation 13 requires a list of accounts detailing payments made under delegated authority from the Municipal Fund or the Trust Fund to be prepared each month and submitted to the Council showing for each account paid since the last such list was prepared — (a) the payee's name; (b) the amount of the payment; (c) the date of the payment; and (d) sufficient information to identify the transaction. Two signatures of the 'authorised signatories' shown above are required with at least one signatory being a category A signatory.		
Compliance links	Local Government Act 1995 Section 6.8: Expenditure from the municipal fund Local Government (Financial Management) Regulations 1996 Regulation 11: Payments, procedures for making Regulation 12: Payments from municipal fund or trust fund, restrictions on making Regulation 13: Payments from municipal fund or trust fund by CEO, CEO's duties as to City of Melville Procurement Authorisation Limits		
Policy Reference	CP-025 Accounting Policy		

Part 2 - Register of Statutory Delegations by Council

Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate financial records
Period of Validity	Ongoing
Adopted by Council	Ordinary Meeting of Council – 19 December 2006 – C06/6024
Substantive Amendments	

Part 2 - Register of Statutory Delegations by Council

DA-038 District Boundary Adjustment

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 038 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to negotiate as to any adjustment or transfer of property, rights and liabilities with an adjoining local government where an order to amend a District Boundary is made.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Schedule 2.1, Clause 11, subclauses (1)-(2)	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	Director Corporate Services	
Conditions on Delegation/Sub Delegation	Negotiated matters are subject to final ratification by the Council.	
Compliance links	<i>Local Government Act 1995</i> Schedule 2.1: Provisions about creating, changing the boundaries of, and abolishing districts <i>Local Government (Constitution) Regulations 1998</i>	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COUNCIL ADMINISTRATION – District Boundaries 5.16 5A	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-044 Disputes between Local Governments

Delegator: Council Process Owner: CEO		Delegation: DA – 044 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to refer a matter to the Minister to resolve a dispute between two or more local governments.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 9.63(1)	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	Not applicable	
Conditions on Delegation/Sub Delegation	Chief Executive Officer must consult with the Mayor prior to referring a dispute to the Minister. Sub-delegation is not permitted.	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to insert a requirement to consult with Mayor before referring a dispute and to prohibit sub-delegation.	

Part 2 - Register of Statutory Delegations by Council

DA-046 Notice to Owner or Occupier Requiring Certain Actions to be Undertaken

Delegator: Council Process Owner: Director Community Development		Delegation: DA – 046 Last Review Date: ~~20-18~~ June 2024⁴³
Description	1. Power to give a person who is the owner or occupier of land, a notice in writing requiring the person to do a thing required under Schedule 3.1 of the <i>Local Government Act 1995</i>. 2. In the event of non-compliance with a notice given under section 3.25 of the Act, do anything necessary to achieve the purpose for which the notice was given, and recover the cost of anything done under section 3.26(2) of the Act from the person who failed to comply with the notice given under section 3.25.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.25:</u> Notice requiring certain things be done by owner or occupier of land <u>Section 3.26:</u> Additional powers when notices given	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42:</u> Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees	
Sub Delegated to:	• All Directors • Managers in Environment and Infrastructure, Planning and Community Development directorates	
Conditions on Delegation/Sub Delegation	Operational managers may exercise the powers provided under section 3.26(2) only.	
Compliance links	<i>Local Government Act 1995</i> <u>Section 3.24:</u> The powers given to a local government by this subdivision can only be exercised on behalf of the local government by a person expressly authorised to exercise those powers <u>Schedule 3.1:</u> Powers under notices to owners or occupiers of land <u>Section 9.3:</u> Rights of affected person extended to certain owners <u>Section 9.4:</u> Advice of objection and review rights	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMIN – Delegated Authority – Exercises 5.119 P Appropriate subject index for decision	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to consolidate delegated powers under sections 3.25 and 3.26 by incorporating powers previously recorded in DA-047 and DA-048	

Part 2 - Register of Statutory Delegations by Council

DA-049 Power to Carry Out Works on Private Land

Delegator: Council Process Owner: Director Environment and Infrastructure		Delegation: DA – 049 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Power to carry out works on private land in the circumstances prescribed in Schedule 3.2 of the <i>Local Government Act 1995</i> , even if such works do not have the consent of the owner.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.27(1)</u> : Particular things local government can do on land that is not local government property <u>Schedule 3.2</u> : Works prescribed for the purposes of section 3.27	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Environment and Infrastructure • Manager Natural Areas and Parks • Manager Engineering	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Local Government Act 1995</i> <u>Section 3.21</u> : Duties when performing functions <u>Section 3.24</u> : Authorising persons – the powers given to a local government by this subdivision can only be exercised on behalf of the local government by a person expressly authorised by it to exercise those powers <u>Part 9, Division 1</u> : Objections and Review	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P CONSTRUCTION AND MAINTENANCE PROGRAMS – Land Access Notices 25.21 7D	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-050 Entry on to Private Land

Delegator: Council Process Owner: Director Community Development		Delegation: DA – 050 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Power to give notice and enter land, premises or thing in accordance with Part 3, Division 3, Subdivision 3 of the <i>Local Government Act 1995</i> .	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.32</u> : Notice of entry <u>Section 3.34</u> : Entry in emergency	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	All Directors	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Local Government Act 1995</i> <u>Part 3, Division 3, Subdivision 3</u> : Powers of entry	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P CONSTRUCTION AND MAINTENANCE PROGRAMS – Land Access Notices 25.21 7D	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Added power to enter in an emergency under section 3.34.	

Part 2 - Register of Statutory Delegations by Council

DA-051 Making an Opening in a Fence

Delegator: Council		Delegation: DA – 051
Process Owner: Director Environment and Infrastructure		Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to make an opening in a fence to do prescribed works on property subject to providing the owner or occupier with 3 days written notice.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.36</u> : Opening fences	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Environment and Infrastructure • Manager Natural Areas and Parks • Manager Engineering	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Local Government Act 1995</i> <u>Schedule 3.2</u> : Particular things local government can do on land that is not local government property	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P CONSTRUCTION AND MAINTENANCE PROGRAMS – Land Access Notices 25.21 7D	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-053 Declare Abandoned Vehicle Wreck

Delegator: Council Process Owner: Director Community Development		Delegation: DA – 053 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to declare that a vehicle is an abandoned vehicle wreck.	
Statutory Power or Duty Delegated	Local Government Act 1995 Section 3.40A(4)	
Statutory Power to Delegate	Local Government Act 1995 <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	Local Government Act 1995 <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Community Development • Manager Community Safety • Coordinator Rangers and Emergency Management	
Conditions on Delegation/Sub Delegation	None	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COMMUNITY SAFETY, SECURITY AND LAW ENFORCEMENT – Abandoned and Impounded Vehicles & Lost Property 4.11 7D	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to remove redundant reference to authorising officers. Ordinary Meeting of Council – 15 June 2021 – M21/5842 Amended to restrict sub-delegates to coordinator / manager level and above.	

Part 2 - Register of Statutory Delegations by Council

DA-054 Sale and Disposal of Impounded and Confiscated Goods

Delegator: Council Process Owner: Director Community Development		Delegation: DA – 054 Last Review Date: ~~20-18~~ June 2024⁴³
Description	1. Authority to withhold goods impounded or removed under sections 3.39, 3.40 and 3.40A of the <i>Local Government Act 1995</i> until the costs of removing, impounding and keeping them have been paid. 2. Authority to sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43 of the Act. 3. Authority to sell or otherwise dispose of any vehicle that has not been collected within two months of a notice having been given under section 3.40(3) of the Act, or seven days of a declaration being made that a vehicle is an abandoned vehicle wreck. 4. Authority to sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) a notice given under sections 3.42(1)(b) or 3.44 of the Act. 5. Authority to arrange, if the animal is ill or injured to such an extent that treating it is not practicable, humane euthanasia and disposal of the carcass.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.46:</u> Goods may be withheld until costs paid <u>Section 3.47:</u> Confiscated or uncollected goods, disposal of <u>Section 3.48(1):</u> Sick or injured animals, disposal of	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42:</u> Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees	
Sub Delegated to:	• All Directors • Manager Community Safety • Coordinator Rangers and Emergency Management	
Conditions on Delegation/Sub Delegation	None	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMIN – Delegated Authority – Exercises 5.119 P COMMUNITY SAFETY, SECURITY AND LAW ENFORCEMENT – Abandoned and Impounded Vehicles & Lost Property 4.11 7D	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to delegate power under section 3.46. Ordinary Meeting of Council – 15 June 2021 – M21/5842	

Part 2 - Register of Statutory Delegations by Council

	Amended to restrict sub-delegates to coordinator / manager level and above.

CONFIRMED

Part 2 - Register of Statutory Delegations by Council

DA-062 Notices & Permissions

Delegator: Council Process Owner: CEO		Delegation: DA – 062 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to grant, vary or renew permissions and issue notices pursuant to the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> .	
Statutory Power or Duty Delegated	Powers and duties of the local government under the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Planning • Director Environment and Infrastructure	
Conditions on Delegation/Sub Delegation	<i>Local Government Act 1995</i> Part 3, Division 3, Subdivision 2: Certain provisions about land Part 9, Division 1: Objections and Review	
Compliance links	<i>Local Government Act 1995</i> Part 3, Division 3, Subdivision 2: Certain provisions about land Part 9, Division 1: Objections and Review	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index for specific decision	
Period of Validity	Ongoing	
Adopted by Council	Administration & Community Services Committee – 4 November 1996 – A96/1031	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to restrict to notices and permissions under the <i>Local Government (Uniform Local Provisions) Regulations</i> . Ordinary Meeting of Council – 15 June 2021 – M21/5842 Approved sub-delegations.	

Part 2 - Register of Statutory Delegations by Council

DA-063 Management of Vested Land

Delegator: Council Process Owner: Director Environment and Infrastructure		Delegation: DA – 063 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to do anything a local government could do under the <i>Parks and Reserves Act 1895</i> if it were a Board appointed under that Act, to control and manage any land reserved under the <i>Land Administration Act 1997</i> and vested in or placed under the control and management of the local government.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.54(1)</u> : Reserves under control of local government	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• All Directors • Manager Engineering • Manager Natural Areas and Parks	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Parks and Reserves Act 1895</i>	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P ENVIRONMENTAL MANAGEMENT – Bushland Management 9.05 30D Appropriate subject index for specific property	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-074 Due Date of Rates and Service Charges

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 074 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to determine the date that rates and service charges become due and payable and any instalment due dates.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 6.50:</u> Rates or service charges due and payable	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42:</u> Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer (Category A signatory)	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees	
Sub Delegated to:	Director Corporate Services	
Conditions on Delegation/Sub Delegation	In accordance with the provisions of the <i>Local Government Act 1995</i> , the date determined is not to be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued (section b6.50 (2)), and that the period between instalments is not permitted to be less than two months (section 6.50 (3)).	
Compliance links	<i>Local Government (Financial Management) Regulations 1996</i> <u>Regulation 64:</u> Instalments, when to be paid	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P FINANCIAL MANAGEMENT – Rates	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-075 Actions Against Lessees of Land Where Rates or Service Charges Are Unpaid

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 075 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to seek payment of rates or service charges from lessees of land in respect to rent that would be otherwise payable to the lessor, to satisfy rates or service charges imposed on the land that are due and payable.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 6.60(2):</u> Local government may require lessee to pay rent	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42:</u> Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer (Category A signatory)	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees	
Sub Delegated to:	Director Corporate Services	
Conditions on Delegation/Sub Delegation	None	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index for specific decision	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-076 Lodgement of Caveats Against Land Where Rates or Service Charges Are Unpaid

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 076 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to lodge a caveat in respect of any land for which rates and service charges are outstanding or withdraw such caveats when the arrears are cleared.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 6.64(3): Local government may lodge caveats over land for which rates or service charges are in arrears and may withdraw caveats so lodged	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	Director Corporate Services	
Conditions on Delegation/Sub Delegation	None	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index for specific decision	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-077 Actions in Respect to Land Where Rates or Service Charges are Unpaid After Three Years

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 077 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Take possession of rateable land for which rates or service charges have been unpaid for at least three years.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 6.64:</u> If rates or service charges in respect of any rateable land have been unpaid for at least 3 years the local government may take possession of the land and: (a) from time to time lease the land; (b) sell the land; (c) cause the land to be transferred to the Crown; or (d) cause the land to be transferred to [the City of Melville].	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42:</u> Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees	
Sub Delegated to:	Director Corporate Services	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Local Government Act 1995</i> <u>Part 6, Division 6, Subdivision 6:</u> Actions against land where rates or service charges unpaid <u>Schedule 6.2:</u> Provisions relating to lease of land where rates or service charges unpaid <u>Schedule 6.3:</u> Provisions relating to sale or transfer of land where rates or service charges unpaid	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index for specific decision	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to remove reference to lodging caveats which is covered in DA-076.	

Part 2 - Register of Statutory Delegations by Council

DA-079 Compensation to the Owners of Property

Delegator: Council Process Owner: Director Corporate Services		Delegation: DA – 079 Last Review Date: ~~20~~18 June 2024⁴³
Description	The power to compensate the owners or occupiers of land, if the person requests compensation, to which uninsured damage has been caused through the performance of the City of Melville's functions.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.22</u> : Compensation	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	All Directors	
Conditions on Delegation/Sub Delegation	Financial limits to delegation: • Chief Executive Officer – Limit \$10,000 per claim • All Directors – Limit \$5,000 per claim	
Compliance links	<i>Local Government Act 1995</i> <u>Section 3.22(5)</u> : compensation is not payable for damage sustained as a result of certain functions <u>Section 3.23</u> : Arbitration <u>Schedule 3.1</u> : Powers under notices to owners or occupiers of land <u>Schedule 3.2</u> : Particular things local governments can do on land even though it is not local government property	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index for specific decision	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-081 Closure of Thoroughfares

Delegator: Council Process Owner: Director Environment and Infrastructure		Delegation: DA – 081 Last Review Date: ~~20-18~~ June 2024⁴³
Description	1. Authority to close a thoroughfare to vehicles, wholly or partially for a period not exceeding four weeks (section 3.50(1)). 2. Authority, after providing public notice of its intention and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding four weeks (section 3.50(1a)). 3. Authority to revoke an order to close a thoroughfare. (section 3.50(6)) 4. Authority to partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare (section 3.50A).	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 3.50:</u> Closing certain thoroughfares to vehicles <u>Section 3.50A:</u> Partial closure of thoroughfare for repairs and maintenance	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42:</u> Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Environment and Infrastructure • Manager Engineering	
Conditions on Delegation/Sub Delegation	None	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P PLANNING AND DEVELOPMENT - Road Closures 20.18 7D	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-083 Consultation Regarding Fixing, Altering or Realigning a Public Thoroughfare

Delegator: Council Process Owner: Director Environment and Infrastructure		Delegation: DA – 083 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to give notice of proposal, invite submissions and consider those submissions before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> Section 3.51(3)-(4): Affected owners to be notified of certain proposals	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Environment and Infrastructure • Manager Engineering	
Conditions on Delegation/Sub Delegation	None	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate index for specific project	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 15 May 2007– C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-085 Parking Control

Delegator: Council Process Owner: Director Environment and Infrastructure		Delegation: DA – 085 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to prohibit, ~~restrict~~ or regulate by signs or otherwise, the stopping or parking of any vehicle, ~~or any~~ class of vehicle, ~~or any class of person or vehicle, or both,~~ s in any part of the parking region, in accordance with the provisions of the Parking Local Law.	
Statutory Power or Duty Delegated	<i>City of Melville Parking Local Law 20~~23~~46</i> Clause ~~51.10~~ : Powers of the local government	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.42: Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Environment and Infrastructure • Manager Engineering	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>City of Melville Parking Local Law 20~~23~~46</i>	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COMMUNITY SAFETY, SECURITY AND LAW ENFORCEMENT – Parking Schemes 4.14 2D	
Period of Validity	Ongoing	
Adopted by Council	Technical Services Committee – 5 September 2000 – T00/8028	
Substantive amendment by Council or CEO	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended title and description to align with the power as described in the Parking Local Law.	

Part 2 - Register of Statutory Delegations by Council

DA-088 Severance Payment to Employees

Delegator: Council Process Owner: CEO		Delegation: DA – 088 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to determine and approve severance payments to employees consistent with the provisions of Council policy	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 5.50(2)</u> : Make a payment to an employee whose employment is finishing and that is more than the additional amount set out in policy	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	None	
Conditions on Delegation/Sub Delegation	Financial limits to delegation: • Chief Executive Officer – Limit \$10,000 per payment • Sub-delegates – Limit \$10,000 per payment	
Compliance links	<i>Local Government Act 1995</i> <u>Section 5.50(2)</u> : local public notice to be given <i>Local Government (Administration) Regulations 1996</i> <u>Regulation 19A</u> : Payments in addition to contract or award, limits of	
Policy Reference	CP-027 Severance Policy	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate employee files	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 21 June 2011 – C11/5187	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

DA-115 Non-Monetary Grants (Grant Concessions or Waive Fees) – Community Partnership Fund

Delegator: Council Process Owner: Director Community Development		Delegation: DA – 115 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to waive or grant a concession in relation to hire fees for City of Melville owned equipment and facilities as a non-monetary or in-kind grant as part of the existing Community Partnership Fund program.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 6.12(1)(b)</u> : waive or grant concessions in relation to any amount of money (other than money owing in respect of rates or service charges) <u>Section 6.12(3)</u> : Determine conditions to apply to the grant of any concession	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	• Director Community Development • Manager Neighbourhood Development	
Conditions on Delegation/Sub Delegation	Financial limits: • Chief Executive Officer – Limit of \$500 for any one item • Director Community Development – Limit \$500 • Manager Neighbourhood Development – Limit \$500 Exercise of this delegation is to be in accordance with the Community Partnership Funding Directorate Procedure.	
Compliance links	DA-032 – Granting of a Concession or Writing Off Debts Owed to the Council	
Policy Reference	CP-025 Accounting Policy CP-095 Non-Monetary Grants Policy Community Partnership Fund	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMIN – Delegated Authority – Exercises 5.119 P COMMUNITY DEVELOPMENT – Community Partnership Funding – Non-Monetary 14.38 7D	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 16 June 2015 – CD15/8073	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to clarify statutory power being delegated.	

Part 2 - Register of Statutory Delegations by Council

DA-129 Appoint Officer/s to Receive and Withdraw Complaints (Elected Members Code of Conduct)

Delegator: Council Process Owner: CEO		Delegation: DA – 129 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to appoint officers to receive and withdraw complaints in accordance with clause 11(3) of the <i>Local Government (Code of Conduct) Regulations 2021</i> .	
Statutory Power or Duty Delegated	<i>Local Government (Code of Conduct) Regulations 2021</i> <u>Regulation 11</u> : Complaint about alleged breach	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42</u> : Delegation of some powers or duties to the CEO	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Sub Delegated to:	None	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Local Government Act 1995</i> Part 5, Division 9: Conduct	
Policy Reference	Code of Conduct for Elected Members, Committee Members and Candidates (adopted at Special Meeting of Council 3 May 2021)	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: Delegated Authority – Exercised 5.119	
Period of Validity	Ongoing	
Confirmed by Council	Ordinary Meeting of Council – 16 March 2021 – M21/5810	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

Division 2 - Building Act 2011 and Regulations**2.2.1 Enabling legislative provisions**

Council may delegate any of its powers or duties as a permit authority to an employee of the local government (section 127(1) and (3)).

Section 127(7) clarifies that delegation does not limit the ability of the delegator to perform a function through an officer or agent.

2.2.2 Matters that may not be delegated

Other than the CEO under section 127(6A), a person to whom a power or duty is delegated cannot sub-delegate that power or duty (section 127(5)).

2.2.3 Sub-delegation

The CEO may delegate to any other local government employee a power or duty of the local government that has been delegated to the CEO (subject to any conditions, qualifications, limitations or exceptions imposed by the original delegation) (section 127(6A)).

2.2.4 Making delegations

The delegation must be in writing executed by or on behalf of the delegator (section 127(4)).

The Act does not require delegations by the Council to be made, amended or revoked by absolute majority.

2.2.5 Recording and Review Obligations

None specified.

2.2.6 Other obligations

The exercise of a delegated authority to appoint an authorised person is subject to the person to be authorised having the appropriate experience or qualifications where this is prescribed in regulations (section 96(4)).

Part 2 - Register of Statutory Delegations by Council

DA-098 Authorised Persons (Building Act)

Delegator: Council (as permit authority) Process Owner: CEO		Delegation: DA – 098 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to: 1. Designate an employee as an authorised person for the purposes of the <i>Building Act 2011</i> in relation to buildings and incidental structures located or proposed to be located in the district, and 2. Appoint authorised and approved officers for the purposes of issuing and dealing with infringements under sections 6(a) and 6(b) of the <i>Criminal Procedure Act 2004</i> pursuant to the requirements of the <i>Building Regulations 2012</i> .	
Statutory Power or Duty Delegated	<i>Building Act 2011</i> <u>Section 96(3)</u> : A local government may designate an employee as an authorised person for the purposes of the Act <i>Building Regulations 2012</i> <u>Regulation 70</u> : Approved officers and authorised officers (for the purposes of the <i>Criminal Procedure Act 2004</i>	
Statutory Power to Delegate	<i>Building Act 2011</i> <u>Section 127(1)</u> : A local government may delegate any of its powers or duties as a permit authority <u>Section 127(3)</u> : A local government may only delegate its powers or duties to a local government employee <i>Local Government Act 1995</i>	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Building Act 2011</i> <u>Section 127(6A)</u> : CEO of a local government may delegate to any other employee a power or duty that has been delegated to the CEO	
Sub Delegated to:	Director Planning	
Conditions on Delegation/Sub Delegation	1. A person may only be appointed as an approved officer under regulation 70(1) of the <i>Building Regulations 2012</i> if they hold a delegation from the CEO under section 5.44(1) of the <i>Local Government Act 1995</i> to perform functions under sections 9.19 or 9.20 of that Act. 2. A person may only be appointed as an authorised officer under regulation 70(2) of the <i>Building Regulations 2012</i> if they have been appointed and authorised under section 9.10(1) of the <i>Local Government Act 1995</i> for the purpose of performing functions under section 9.16 of that Act. 3. All authorised officers must be issued with identification showing proof of authorisation.	
Compliance links	<i>Building Act 2011</i> <u>Section 97</u> : Identity cards <u>Section 99</u> : Limitations on powers of authorised persons <u>Part 8, Division 3</u> : Powers of authorised persons <i>Building Regulations 2012</i> <u>Regulation 5A</u> : Authorised persons <u>Schedule 6</u> : Prescribed Offences and Modified Penalties <i>Local Government Act 1995</i> <u>Section 5.36</u> : Local government employees <u>Section 9.10</u> : Appointment of authorised persons (see DA-055)	

Part 2 - Register of Statutory Delegations by Council

	<u>Section 9.16:</u> Notice to alleged offender <u>Section 9.19:</u> Extension of time <u>Section 9.20:</u> Withdrawal of notice <i>Criminal Procedure Act 2004</i> , Part 2 Building Code of Australia
Policy Reference	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P
Period of Validity	Ongoing
Adopted by Council	Special Meeting of Council – 27 March 2012 – P12/3298
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to incorporate delegation of appointment of approved and authorised officers under regulation 70 of the <i>Building Regulations 2012</i> , previously recorded in DA-123.

Part 2 - Register of Statutory Delegations by Council

DA-103 Inspection and Copies of Building Information

Delegator: Council as permit authority Process Owner: Director Planning		Delegation: DA – 103 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to: 1. Provide a copy of a permit, building approval certificate or building order kept in the register specified in section 128; and 2. Allow an interested person (as defined) to inspect and be provided with a copy of a building record as defined in section 130 of the <i>Building Act 2011</i> .	
Statutory Power or Duty Delegated	<i>Building Act 2011</i> Section 129(2): Copies of permits, certificates in register Section 131(2): Inspection, copies of building records	
Statutory Power to Delegate	<i>Building Act 2011</i> Section 127(1): A local government may delegate any of its powers or duties as a permit authority Section 127(3): A local government may only delegate its powers or duties to a local government employee	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Building Act 2011</i> Section 127(6A): CEO of a local government may delegate to any other local government employee a power or duty that has been delegated to the CEO	
Sub Delegated to:	• Director Planning • Manager Building and Environmental Health ServicesManager Environmental Health and Compliance • Building Services Coordinator • Senior Building Surveyor	
Conditions on Delegation/Sub Delegation	The City may, on application provide copies of a permit, building approval certificate, building order or building records as described in Section 129 (2) of the Building Act 2011 to include the following: (a) The owner of the building or incidental structure to which the building record relates; or (b) A person who has the written consent of the owner mentioned in paragraph (a), to inspect or receive a copy of a building record related to the owner; or (c) A person or person(s) defined by Regulation 13 of the Building Regulations 2012, or; (d) A potentially affected property owner. For the purposes of point (d), a potentially affected property owner is defined below:	

Part 2 - Register of Statutory Delegations by Council

	 <i>Diagram 1 – Typical 'potentially affected' properties for a development located within the middle of a street block.</i>  <i>Diagram 2 – Typical 'potentially affected' properties for a development located within a corner property.</i>
Compliance links	<i>Building Regulations 2012</i> <u>Regulation 12:</u> Building records to be kept <u>Regulation 13:</u> Inspection, copies of building records
Policy Reference	None
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P PLANNING AND DEVELOPMENT – General Enquiries – 20.115 10D
Period of Validity	Ongoing
Adopted by Council	Special Meeting of Council – 27 March 2013 – P12/3298
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to include authority under section 129 to provide copies of documents on register.

Part 2 - Register of Statutory Delegations by Council

DA-105 Prosecutions and Legal Proceedings – Building Matters

Delegator: Council as permit authority		Delegation: DA – 105	
Process Owner: Director Planning		Last Review Date: 20-18 June 2024	
Description	Authority to commence and have the carriage and conduct of legal proceedings and other matters pursuant to the <i>Building Act 2011</i> and <i>Building Regulations 2012</i> and exercise the powers set out in section 133.		
Statutory Power or Duty Delegated	<i>Building Act 2011</i> <u>Section 133(1)(b)</u> : Prosecutions may be commenced by a local government or a person authorised to do so by the local government		
Statutory Power to Delegate	<i>Building Act 2011</i> <u>Section 127(1)</u> : A local government may delegate any of its powers or duties as a permit authority <u>Section 127(3)</u> : A local government may only delegate its powers or duties to a local government employee		
Delegated to	Chief Executive Officer		
Statutory Power to sub delegate:	<i>Building Act 2011</i> <u>Section 127(6A)</u> : CEO of a local government may delegate to any other local government employee a power or duty that has been delegated to the CEO		
Sub Delegated to:	• Director Corporate Services • Director Planning • Manager Building and Environmental Health ServicesManager Environmental Health and Compliance • Building Compliance Officer • Building Compliance Coordinator • Building Services Coordinator		
Conditions on Delegation/Sub Delegation	None		
Compliance links	<i>Building Act 2011</i> Part 12 Legal Proceedings		
Policy Reference	Building Compliance Work Instruction CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline		
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P PLANNING AND DEVELOPMENT – Building Inspections – prosecutions, notices, complaints, demolition 20.69 10D		
Period of Validity	Ongoing		
Adopted by Council	Ordinary Meeting of Council – 21 May 2013 – C13/5291		
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to remove redundant matters and provide for authorising a person to commence prosecution in accordance with section 133. Ordinary Meeting of Council – 15 June 2021 – M21/5842 Approved sub-delegation to Building Compliance Officer.		

Part 2 - Register of Statutory Delegations by Council

	<u>Ordinary Meeting of Council – 18 June 2024 – C24/157</u> <u>Amended sub-delegation to extend to Building Compliance</u> <u>Coordinator and Building Services Coordinator.</u>

CONFIRMED

Part 2 - Register of Statutory Delegations by Council

DA-126 Building and Demolition Permits

Delegator: Council as permit authority Process Owner: Director Planning		Delegation: DA – 126 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to grant or refuse to grant a building permit or demolition permit; to impose, vary, and revoke permit conditions and extend the time of during which permit has effect.	
Statutory Power or Duty Delegated	<i>Building Act 2011</i> Section 18: Seek further information Section 20: Grant of building permit Section 21: Grant of demolition permit Section 22: Refuse to grant a building permit or demolition permit Section 27: Impose, add, vary or revoke conditions on a building permit or demolition permit Section 88: Impose a condition specifying the finish of a close wall <i>Building Regulations 2012</i> Regulation 24: Extension of time during which permit has effect	
Statutory Power to Delegate	<i>Building Act 2011</i> Section 127(1): A local government may delegate any of its powers or duties as a permit authority	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Building Act 2011</i> Section 127(6A): CEO of a local government may delegate to any other local government employee a power or duty that has been delegated to the CEO	
Sub Delegated to:	• Manager Building and Environmental Health ServicesManager Environmental Health and Compliance • Building Services Coordinator • Senior Building Surveyor	
Conditions on Delegation/Sub Delegation	<i>Building Act 2011</i> Section 127(3): A local government may only delegate its powers or duties to a local government employee	
Compliance links	<i>Building Act 2011</i> , Part 2, Division 2 <i>Building Regulations 2012</i> , Part 3 and Schedule 2 <i>Building Services (Registration Act) 2011</i> , Section 7 <i>Home Building Contracts Act 1991</i> , Part 3A, Division 2 <i>Building Services (Complaint Resolution and Administration) Act 2011</i> , Part 7, Division 2 <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMIN – Delegated Authority – Exercises 5.119 P PLANNING & DEVELOPMENT – Building Licence Applications 20.112 P	
Period of Validity	Ongoing	
Adopted by Council	Special Meeting of Council – 27 March 2012 – P12/3298	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to incorporate delegations formerly recorded in DA-089, DA-090, DA-091, DA-092, DA-097, DA-104, add delegation of power to seek further information under section 18.	

Part 2 - Register of Statutory Delegations by Council

DA-127 Occupancy Permits and Building Approval Certificates

Delegator: Council as permit authority		Delegation: DA – 127	
Process Owner: Director Planning		Last Review Date: ~~20-18~~ June 2024⁴³	
Description	Authority to grant or to refuse to grant an occupancy permit or a building approval certificate; to impose, vary and revoke conditions, and to extend duration.		
Statutory Power or Duty Delegated	<i>Building Act 2011</i> <u>Section 55</u> : Seek further information from applicant <u>Section 58</u> : Grant of occupancy permit or building approval certificate (including power to refuse under section 58(3)) <u>Section 62</u> : Impose, add, vary or revoke conditions on an occupancy permit or building approval certificate <u>Section 65</u> : Extend the duration of an occupancy permit or building approval certificate.		
Statutory Power to Delegate	<i>Building Act 2011</i> <u>Section 127(1)</u> : A local government may delegate any of its powers or duties as a permit authority. <u>Section 127(3)</u> : A local government may only delegate its powers or duties to a local government employee		
Delegated to	Chief Executive Officer		
Statutory Power to sub delegate:	<i>Building Act 2011</i> <u>Section 127(6A)</u> : CEO of a local government may delegate to any other local government employee a power or duty that has been delegated to the CEO		
Sub Delegated to:	• ~~Manager Building and Environmental Health Services~~Manager Environmental Health and Compliance • Building Services Coordinator • Senior Building Surveyor • Manager Statutory Planning and Building		
Conditions on Delegation/Sub Delegation	None		
Compliance links	<i>Building Act 2011</i> , Part 2, Division 3 <i>Building Regulations 2012</i> , Part 5 and Schedule 2 <i>Building Services (Registration Act) 2011</i> , Sections 3 and 11 <i>Home Building Contracts Act 1991</i> , Part 3A, Division 2 <i>Building Services (Complaint Resolution and Administration) Act 2011</i> , Part 7, Division 2 <i>Building and Construction Industry Training Levy Act 1990</i>		
Policy Reference	None		
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMIN – Delegated Authority – Exercises 5.119 P Appropriate index relevant to decision		
Period of Validity	Ongoing		
Adopted by Council	Special Meeting of Council – 27 March 2012 – P12/3298		
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to incorporate delegations formerly recorded in DA-093, DA-094, DA-095, DA-096. Ordinary Meeting of Council – 18 June 2024 – C24/157		

Part 2 - Register of Statutory Delegations by Council

	<u>Amended sub-delegation to extend to Manager Statutory Planning and Building.</u>

CONFIRMED

Part 2 - Register of Statutory Delegations by Council

DA-128 Building Orders

Delegator: Council as permit authority Process Owner: Director Planning		Delegation: DA – 128 Last Review Date: ~~20-18~~ June 2024⁴³
Description	1. Authority to issue building orders, give notice of a building order, revoke a building order and give notice to that effect; and 2. In the event of non-compliance with a building order, cause an authorised person to take any action, or commence or complete any work, specified in the order or to take reasonable steps to cause specified action to cease, and recover the reasonable costs in giving effect to the building order.	
Statutory Power or Duty Delegated	<i>Building Act 2011</i> Section 110(1): Building orders Section 111: Notice of proposed building order Section 117: Revocation of building order Section 118: Give effect to building order if non-compliance Section 88(3): Specify the finish of a close wall in a building order	
Statutory Power to Delegate	<i>Building Act 2011</i> Section 127(1): A local government may delegate any of its powers or duties as a permit authority Section 127(3): A local government may only delegate its powers or duties to a local government employee	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Building Act 2011</i> Section 127(6A): CEO of a local government may delegate to any other local government employee a power or duty that has been delegated to the CEO	
Sub Delegated to:	• Manager Building and Environmental Health Services • Manager Environmental Health and Compliance • Building Services Coordinator • Senior Building Surveyor • Building Compliance Coordinator • Manager Statutory Planning and Building	
Conditions on Delegation/Sub Delegation	The Senior Building Surveyor is delegated the power to give notice of a building order only (section 111).	
Compliance links	<i>Building Act 2011</i> , Part 8, Division 5	
Policy Reference	CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P PLANNING & DEVELOPMENT – Building & Planning Compliance 20.107 5A	
Period of Validity	Ongoing	
Adopted by Council	Special Meeting of Council – 27 March 2012 – P12/3298	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to incorporate delegations recorded in instruments DA-097, DA-099, DA-100, DA-101, DA-102. Ordinary Meeting of Council – 18 June 2024 – C24/157	

Part 2 - Register of Statutory Delegations by Council

	<u>Amended sub-delegation to extend to Building Compliance Coordinator and Manager Statutory Planning and Building.</u>

CONFIRMED

Part 2 - Register of Statutory Delegations by Council

Division 3 - Bush Fires Act 1954 and Regulations**2.3.1 Enabling legislative provisions**

Council may delegate to:

- a) The CEO any of its functions under the Bush Fires Act (section 48(1)).
- b) Its bush fire control officer, or other officer, the authority generally or in any case or class of cases, to consider allegations of offences against the Act and to institute and carry on legal proceedings in the name of the local government if they see fit (section 59(3)).
- c) The Mayor and the Chief Bush Fire Control Officer, jointly, its powers and duties in relation to varying prohibited burning times under s.17(7) and (8) (section 17(10)).

Sections 48(4) provides that such delegation does not limit the ability of the local government to act through its council, members of staff or agents in the normal course of business.

Sections 59(5) and 17(11) provide that despite any delegation under section 59(3) or section 17(10), the local government is not precluded from exercising its powers or discharging its duties under those sections.

2.3.2 Matters that may not be delegated

A delegation to the CEO made under section 48(1) may not be sub-delegated (section 48(3)).

2.3.3 Sub-delegation

Not permitted (section 48(3)).

2.3.4 Making delegations

A delegation by the Council must be in writing (section 48(1), section 59(3)) but there is no requirement for an absolute majority to make, amend or cancel an instrument of delegation.

2.3.5 Recording and Review Obligations

None specified.

Part 2 - Register of Statutory Delegations by Council

DA-022 Legal Proceedings – Bush Fires

Delegator: Council Process Owner: Director Community Development		Delegation: DA –022 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to commence and carry on legal proceedings against a person for alleged offences against the <i>Bush Fires Act 1954</i> .	
Statutory Power or Duty Delegated	<i>Bush Fires Act 1954</i> <u>Section 59(1)</u> : Prosecution of offences	
Statutory Power to Delegate	<i>Bush Fires Act 1954</i> <u>Section 59(3)</u> : A local government may delegate authority to its bush fire control officer or other officer to consider allegations of offences and if they see fit to institute proceedings against the person	
Delegated to	- Chief Bush Fire Control Officer appointed under section 38(1) of the <i>Bush Fires Act 1954</i> - Deputy Chief Bush Fire Control Officer appointed under section 38(1) of the <i>Bush Fires Act 1954</i>	
Statutory Power to sub delegate:	None. Section 48(3) does not permit sub-delegation	
Sub Delegated to:	Not applicable	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Bush Fires Act 1954</i> <u>Section 59A</u> : Alternative procedure – infringement notices <u>Section 65</u> : Proof of certain matters <u>Section 66</u> : Proof of ownership or occupancy <i>Bush Fires (Infringements) Regulations 1978</i>	
Policy Reference	CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate index relevant to decision	
Period of Validity	Ongoing	
Adopted by Council	Administration & Community Services Committee – 5 November 1996 – A96/1017	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to remove delegation from CEO and grant it to the Chief and Deputy Chief Bush Fire Control Officers in accordance with section 59(3).	

Part 2 - Register of Statutory Delegations by Council

DA-023 Performance of Functions Under the Bush Fires Act 1954

Delegator: Council Process Owner: Director Community Development		Delegation No. -DA – 023 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to perform any of the functions of a Local Government contained in the <i>Bush Fires Act 1954</i> .	
Statutory Power or Duty Delegated	All operational functions of a local government under the Act.	
Statutory Power to Delegate	<i>Bush Fires Act 1954</i> Section 48(1): Delegation by local governments	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	None. Section 48(3) does not permit sub-delegation	
Sub Delegated to:	Not applicable	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i> <i>Bush Fires (Infringement) Regulations 1978</i>	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P ENVIRONMENTAL MANAGEMENT – Bushfire Management 9.04 7D	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 15 May 2007 – C07/5007	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

Division 4 Cat Act 2011 and Regulations**2.4.1 Enabling legislative provisions**

- 1) Council may delegate to:
The CEO the exercise of any of its powers or the discharge of any of its duties under the *Cat Act 2011* (section 44(1)).
- 2) The CEO may delegate to:
Any employee of the local government – the exercise of any of the CEO's powers or discharge of any of the CEO's duties under the *Cat Act 2011* (section 45(1)).

The delegation of a power or duty does not prevent the Council from performing its functions by acting through a person other than the CEO or the CEO from acting through another person (section 46(2)).

2.4.2 Matters that may not be delegated

Section 79 deals with the making of local laws, which under the *Local Government Act 1995* must be made by Council by absolute majority.

A power or duty under sections 63, 64 and 65 cannot be delegated to an authorised person appointed under section 9.5 of the *Local Government Act 1995* (section 45(6)).

2.4.3 Sub-delegation

The CEO's power to delegate under section 45(1) extends to the delegation of any powers and duties delegated to the CEO, subject to any conditions imposed in the delegation to the CEO (section 45(3)).

2.4.4 Making delegations

1. An absolute majority decision of Council is required to delegate powers and duties to the CEO (section 44(3)).
2. A delegation made under sections 44(1) or 45(1) must be in writing, and may be general or as otherwise provided (section 44(2), section 45(2)).
3. A delegation has effect indefinitely unless otherwise specified in the delegation (section 46(1)(a)).
4. Any decision to amend or revoke a delegation made by a local government is to be by an absolute majority decision (section 46(1)(b)).

2.4.5 Recording and Review Obligations

1. The CEO to keep a register of the delegations made under Part 4, Division 2 to the CEO and to employees (s47(1)).
2. At least once every financial year delegations made under Part 4 Division 2 are to be reviewed by the delegator (s.47(2)).
3. Every person to whom a power or duty is delegated under the *Local Government Act 1995* is to keep records in accordance with the regulations in relation to the exercise of the power or discharge of the duty (section 47(3)).

There are currently no regulations under the *Cat Act 2011* prescribing the form of records to be kept of the exercise of delegated authority.

Part 2 - Register of Statutory Delegations by Council

DA-125 Delegation of Duties and Powers under the Cat Act 2011

Delegator: Council Process Owner: Director Community Development		Delegation: DA – 125 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Perform any function or duty and exercise any power of the local government under the <i>Cat Act 2011</i> , <i>Cat Regulations 2012</i> and <i>Cat (Uniform Local Provisions) Regulations 2013</i> .	
Statutory Power or Duty Delegated	All operational powers and duties of the local government under the <i>Cat Act 2011</i> other than those excluded below.	
Statutory Power to Delegate	<i>Cat Act 2011</i> Section 44: Delegation by local government	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Cat Act 2011</i> Section 45: Delegation by CEO of local government	
Sub Delegated to:	• Director Community Development • Manager Community Safety • Coordinator Rangers and Emergency Services • Senior Ranger (limited to sections 9(5) & (6), 26(1)) • Rangers (limited to sections 9(5) & (6), 26(1))	
Conditions on Delegation/Sub Delegation	This delegation excludes functions in the Act reserved to Council, specifically: • <u>Section 44(1)</u>: Delegation of powers and duties to the CEO; • <u>Section 46(1)(b)</u>: Decision to amend or revoke a delegation; • <u>Section 70</u>: Dealing with objections to decisions made under sections 9, 10, 37 or 38; and • <u>Section 79</u>: Making local laws. This delegation must be exercised in accordance with any relevant Council policies or local laws as approved from time to time. Sub-delegations to certain officers are limited as listed above.	
Compliance links	<i>Cat Regulations 2012</i> <i>Cat (Uniform Local Provisions) Regulations 2013</i>	
Policy Reference	CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index relevant to decision	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council –16 June 2020 – M20/5749 Replaces former DA-106, DA-107, DA-108, DA-109, DA-110, DA-111, DA-112, DA-113, DA-114.	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

Division 5 - Dog Act 1976 and Regulations**2.5.1 Enabling legislative provisions**

Council may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under the *Dog Act 1976* (section 10AA(1)).

Nothing in section 10AA limits the ability of the CEO to perform a function through an officer or agent.

2.5.2 Matters that may not be delegated

The following powers must be exercised by Council by absolute majority and therefore cannot be delegated:

- Section 31(2B) – specify a public place under the care, control or management of the local government to be a place where dogs are prohibited.
- Section 31(3A) – specify a public place under the care, control or management of the local government to be a dog exercise area.
- Section 31(3B) – specify a public place under the care, control or management of the local government to be a rural leashing area.
- Sections 26, 27(3), 49 and 51 deal with the making of local laws, which under the *Local Government Act 1995* must be made by Council by absolute majority.

2.5.3 Sub-delegation

The CEO may delegate to another person the exercise of any of the powers or discharge of any of the duties delegated to the CEO (section 10AA(1)) provided the instrument of delegation expressly authorises that the power or duty may be further delegated (section 10AA(3)).

2.5.4 Making delegations

1. An absolute majority decision of Council is required to delegate powers and duties to the CEO (section 10AA(1)).
2. A delegation made under section 10AA(1) must be in writing (section 10AA(2)).

2.5.5 Recording and Review Obligations

1. The CEO is to keep a register of the delegations made under section 10AA(1) and any further delegations made under the authority of such delegations (section 10AB(1)).
2. At least once every financial year delegations made under section 10AA(1) and further delegations made under the authority of such delegations are to be reviewed by the delegator (section 10AB(2)).

Part 2 - Register of Statutory Delegations by Council

DA-122 Delegation of Duties and Powers under the Dog Act 1976

Delegator: Council Process Owner: Director Community Development		Delegation: DA – 122 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Perform any function or duty and exercise any power of the local government under the <i>Dog Act 1976</i> and the <i>Dog Regulations 2013</i> .	
Statutory Power or Duty Delegated	All operational powers and duties of the local government under the <i>Dog Act 1976</i> other than those excluded below.	
Statutory Power to Delegate	<i>Dog Act 1976</i> Section 10AA: Delegation of local government powers and duties	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Dog Act 1976</i> Section 10AA(3): The delegation may expressly authorise the delegate to further delegate Council permits sub-delegation of delegated powers and duties under the <i>Dog Act 1976</i>	
Sub Delegated to:	• Director Community Development • Manager Community Safety • Coordinator Rangers and Emergency Services • Senior Ranger	
Conditions on Delegation/Sub Delegation	This delegation excludes functions in the Act reserved to Council, specifically: • Delegation of powers and duties to the CEO (section 10AA(1)); • Specifying a public place where dogs are prohibited (section 31(2B)); • Specifying a public place to be a dog exercise area (section 31(3A)); and • Making local laws (section 49A). This delegation must be exercised in accordance with the <i>City of Melville Dog Local Law 2021</i> and any relevant Council Policies as approved from time to time.	
Compliance links	<i>Dog Regulations 2013</i> <i>City of Melville Dog Local Law 2021</i>	
Policy Reference	CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Appropriate subject index relevant to decision	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 10 December 2019 – M19/5722	
Substantive Amendments		

Part 2 - Register of Statutory Delegations by Council

Division 6 - Food Act 2008 and Regulations**2.6.1 Enabling legislative provisions**

- 1) The CEO of the administering State agency may:
 - a) delegate any power or duty of the CEO under another provision of the *Food Act 2008* to a local government (section 117(1)(c)) with the written consent of the enforcement agency (section 117(6)); and
 - b) expressly authorise the delegate to further delegate the power or duty to another person specified in section 117(1) (section 117(4)).
- 2) The local government as an enforcement agency may delegate a function conferred or imposed on it subject to section 117(3)-(4) and in accordance with the *Food Act Regulations 2009* (section 118(2)(b)).

2.6.2 Matters that may not be delegated

Sub-delegation is permitted only where expressly provided for in the *Food Act Regulations 2009*. The Regulations do not currently prescribe any functions that may be sub-delegated.

2.6.3 Sub-delegation

Permitted only if prescribed in regulations (section 118(4)). No sub-delegation has currently been prescribed.

2.6.4 Making delegations

A delegation made by the CEO of the administering State agency must be in writing signed by the CEO (section 117(3)).

A delegation made by an enforcement agency under section 118(2)(b) is subject to conditions or limitations on those functions imposed on it under section 119 and the performance of those functions in accordance with guidelines required by the CEO of the administering State agency under section 120, and in accordance with the *Food Act Regulations 2009* (section 118(2)(b)).

2.6.54 Recording and Review Obligations

None specified.

Part 2 - Register of Statutory Delegations by Council

DA-073 Delegations Under the Food Act 2008

Delegator: Council as enforcement agency Process Owner: Director Planning		Delegation: DA – 073 Last Review Date: 20-18 June 2024⁴³
Description	Any function conferred or imposed on the local government as an enforcement agency under the <i>Food Act 2008</i> .	
Statutory Power or Duty Delegated	All functions conferred or imposed on the local government as an enforcement agency under the <i>Food Act 2008</i> , subject to limitations or conditions below.	
Statutory Power to Delegate	<i>Food Act 2008</i> Section 118(2)(b): A function conferred or imposed on an enforcement agency may be delegated	
Delegated to	- Chief Executive Officer Manager Building and Environmental Health Services Manager Environmental Health and Compliance (sections 65, 66; 110 and 112 only) - Coordinator Environmental Health - Senior Environmental Health Officer	
Statutory Power to sub delegate:	Not permitted. The <i>Food Regulations 2009</i> do not allow for sub-delegation	
Sub Delegated to:	Not applicable	
Conditions on Delegation/Sub Delegation	Any conditions or limitations imposed on the performance of functions by the enforcement agency by the Chief Executive Officer of the department principally assisting in the administration of the Act	
Compliance links	Any guidelines required to be adopted by enforcement agencies under section 120(1) (food standards) or section 122(2) (qualifications of authorised officers) of the Act. <u>Section 53(2):</u> Destroy, sell or dispose of forfeited item <u>Section 56:</u> Compensation for seized item <u>Section 65(1):</u> Prohibition order <u>Section 66:</u> Certificate of clearance to be given <u>Section 70:</u> Determine application for compensation <u>Section 100:</u> Priority classification system and frequency of auditing <u>Section 110(1):</u> Registration of food businesses <u>Section 112:</u> Variation of conditions or cancellation of registration of food businesses <u>Part 10, Division 2:</u> Functions of enforcement agencies <u>Section 122(1):</u> Appointment of authorised officers <u>Section 126(13):</u> Appointment of designated officers	
Policy Reference	CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P PUBLIC HEALTH – Food (subject index relevant to the decision)	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 15 June 2010 – C10/5116	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to extend delegation to Manager Building and Environmental Health Services Manager Environmental Health and	

Part 2 - Register of Statutory Delegations by Council

	Compliance , Coordinator Environmental Health and Senior Environmental Health Officer.

CONFIRMED

Part 2 - Register of Statutory Delegations by Council

Division 7 - Graffiti Vandalism Act 2016 and Regulations**2.7.1 Enabling legislative provisions**

- 1) Council may delegate to:
The CEO the exercise of any of its powers or the discharge of any of its duties under another provision of Part 3 of the *Graffiti Vandalism Act 2016* (section 16(1)).
- 2) *The CEO may delegate to:*
Any employee of the local government – the exercise of any of the CEO's powers or discharge of any of the CEO's duties under the *Graffiti Vandalism Act 2016* (section 17(1)).

2.7.2 Matters that may not be delegated

Section 17(1) provides that the CEO may not delegate the power of delegation.

2.7.3 Sub-delegation

The CEO's power to delegate under section 17(1) extends to the delegation of any powers and duties delegated to the CEO, subject to any conditions imposed in the delegation to the CEO (section 17(3)).

2.7.4 Making delegations

1. An absolute majority decision of Council is required to delegate powers and duties to the CEO (section 16(3)).
2. A delegation made under sections 16(1) or 17(1) must be in writing, and may be general or as otherwise provided (section 16(2), section 17(2)).

2.7.5 Recording and Review Obligations

None specified.

Part 2 - Register of Statutory Delegations by Council

DA-121 Graffiti Vandalism

Delegator: Council Process Owner: Director Environment and Infrastructure		Delegation: DA – 121 Last Review Date: ~~20-18~~ June 2024⁴³
Description	The exercise of local government powers and the discharge of local government duties under Part 3 of the <i>Graffiti Vandalism Act 2016</i> .	
Statutory Power or Duty Delegated	<i>Graffiti Vandalism Act 2016</i> <u>Section 18</u> : Notice requiring removal of graffiti <u>Section 19</u> : Additional powers when notice is given <u>Section 25</u> : Local government graffiti powers on land not local government property <u>Section 28</u> : Notice of entry	
Statutory Power to Delegate	<i>Graffiti Vandalism Act 2016</i> <u>Section 16</u> : Delegation by local government	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Graffiti Vandalism Act 2016</i> <u>Section 17</u> : Delegation by CEO of local government	
Sub Delegated to:	• Director Environment and Infrastructure • Manager City Buildings	
Conditions on Delegation/Sub Delegation	This delegation excludes section 22(3), which is a matter reserved to Council	
Compliance links	<i>Graffiti Vandalism Act 2016</i> <i>Local Government Act 1995</i> , <u>Part 9, Division 1</u> : Objections and review	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P PROPERTY MAINTENANCE – Graffiti 21.02 7D	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council 20 June 2017 M17/5552	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to cover all Part 3 powers and duties of local government.	

Part 2 - Register of Statutory Delegations by Council

Division 8 - Health (Miscellaneous Provisions) Act 1911 and (Health (Asbestos) Regulations 1992**2.8.1 Enabling legislative provisions**

The *Health (Miscellaneous Provisions) Act 1911* does not explicitly provide for local governments to have the power of delegation.

Section 26(1) of the Act authorises and directs every local government to carry out within its district the provisions of that Act and the regulations, local laws and orders made under it.

Section 26(2) provides that a local government may 'appoint and authorise any person to be its deputy and in that capacity exercise and discharge all or any of the functions of the local government'. Section 26(2) is technically a statutory appointment, not a delegation.

Since there is no power of delegation, there is no capacity within this Act to sub-delegate. The appointment of deputies is set out in Part 4.

Section 344(2) of the Act provides for a regulation or local law made under the Act to be made so as to delegate or confer a discretionary authority on a specified person or body or class of person or body.

Regulation 15D(7) of the *Health (Asbestos) Regulations 1992* provides that a local government may delegate a power or duty conferred or imposed on it by regulation 15D (Infringement Notices) to its CEO. No sub-delegation power is provided.

2.8.2 Matters that may not be authorised for performance by a deputy

Council is not fettered in the functions or powers it may authorise any deputy to carry out.

2.8.3 Recording and Review Obligations

None specified with respect to appointment of deputies. Local governments are required to report annually to the Health Department on the performance of their functions under the *Health (Miscellaneous Provisions) Act 1911*.

Part 2 - Register of Statutory Delegations by Council

DA-123 Authority to Appoint Approved and Authorised Officers for the Purposes of the Criminal Procedure Act

Delegator: Council Process Owner: Director Planning		Delegation: DA – 123 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to appoint authorised and approved officers for the purposes of issuing and dealing with infringements under section 6 of the <i>Criminal Procedure Act 2004</i> , in accordance with the requirements of the <i>Health (Asbestos) Regulations 1992</i> .	
Statutory Power or Duty Delegated	<i>Health (Asbestos) Regulations 1992</i> <u>Regulation 15D(5)</u> : A local government may appoint persons or classes of persons to be authorised or approved officers for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2.	
Statutory Power to Delegate	<i>Health (Miscellaneous Provisions) Act 1911</i> Section 26: A local government may appoint and authorise any person to exercise and discharge its powers and functions <i>Health (Asbestos) Regulations 1992</i> <u>Regulation 15D(7)</u> : A local government may delegate a power or duty under this regulation to the chief executive officer of the local government	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	No sub-delegation power	
Sub Delegated to:	Not applicable	
Conditions on Delegation/Sub Delegation	None	
Compliance links	<i>Criminal Procedure Act 2004</i> , Part 2 <i>Health (Asbestos) Regulations 1992</i> , Schedule 1	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 17 March 2020 – M20/5724	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to remove delegation under regulation 70 of the <i>Building Regulations 2012</i> (transferred to DA-098).	

Part 2 - Register of Statutory Delegations by Council

Division 9 - Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015**2.9.1 Enabling legislative provisions**

The *Planning and Development Act 2005* does not grant any powers of delegation to local governments.

- 1) Council may delegate to:
 - a) The CEO:
 - (i) the exercise of any of its powers or the discharge of any of its duties under the *Planning and Development Act 2005*, section 214(2), (3) or (5) (*Local Government Act 1995* section 5.42(1)(b));
 - (ii) the exercise of any of the local government's powers or discharge of any of the local government's duties under its Local Planning Scheme (*Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 82(1)).
 - (b) A committee – the exercise of any of the local government's powers or discharge of any of the local government's duties under its Local Planning Scheme (*Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 82(1)).
 - (c) A Development Assessment Panel – the power of the local government to determine a development application of a class prescribed under regulation 19(1) and to amend or cancel determinations of applications of that kind (*Planning and Development (Development Assessment Panels) Regulations 2011*, regulation 19(2)).
- 2) The CEO may delegate to any employee of the local government – the exercise of any of the CEO's powers or discharge of any of the CEO's duties under its Local Planning Scheme other than the power of delegation (*Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 83(1)).

2.9.2 Matters that may not be delegated

The CEO may not delegate the power of delegation (*Local Government Act 1995*, section 5.44(1); *Planning and Development (Local Planning Schemes) Regulations*, Schedule 2, clause 83(1)).

2.9.3 Sub-delegation

- 1) The CEO may delegate to any employee of the local government the power or duty delegated by a local government under section 5.42 of the *Local Government Act 1995*, subject to any conditions imposed in the original delegation related to section 214(2), (3) or (5) of the *Planning and Development Act* (section 5.44(3)).
- 2) The CEO's power to delegate to an employee under clause 83(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* extends to the delegation of any powers and duties delegated to the CEO under clause 82(1), subject to any conditions imposed in the original delegation to the CEO.

Part 2 - Register of Statutory Delegations by Council

2.9.4 Making delegations

1. The power to delegate can only be exercised by a Council by or in accordance with a decision of an absolute majority (*Local Government Act 1995*, section 5.42(1); *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 82(2); *Planning and Development (Development Assessment Panels) Regulations 2011*, regulation 19(3)).
2. Delegations must be in writing (*Local Government Act 1995*, section 5.42(2); *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 82(3); *Planning and Development (Development Assessment Panels) Regulations 2011*, regulation 19(2)).
3. Delegations made under the *Local Government Act 1995*, section 5.42 and the *Planning and Development (Local Planning Schemes) Regulations 2015* have effect indefinitely unless otherwise specified (*Local Government Act 1995*, section 5.45(1)(a); *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 84).
4. Delegations made under the *Local Government Act 1995*, section 5.42 and the *Planning and Development (Local Planning Schemes) Regulations 2015* can only be amended or revoked by absolute majority (*Local Government Act 1995*, section 5.45(1)(b); *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 84).

2.9.5 Recording and Review Obligations

1. The CEO is to keep a register of the delegations made under Part 5 Division 4 to the CEO and to employees (*Local Government Act 1995*, section 5.46(1)).
2. At least once every financial year delegations made under Part 5 Division 4 are to be reviewed by the delegator (*Local Government Act 1995*, section 5.46(2)).
3. Every person to whom a power or duty is delegated under the *Local Government Act 1995* is to keep records in accordance with the *Local Government (Administration) Regulations 1996* in relation to the exercise of the power or discharge of the duty (*Local Government Act 1995*, section 5.46(3)).

Regulation 19 of the *Local Government (Administration) Regulations 1996* specifies that where a power or duty has been delegated under the *Local Government Act 1995* to the CEO or any other employee, the person to whom the power or duty has been delegated must keep a written record of:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

The *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, clause 84 provides that *Local Government Act 1995* sections 5.45 and 5.46 apply to any delegation made under clauses 82 and 83 of those regulations.

2.9.6 Other obligations on delegates

The following requirements apply to employees who hold a delegation or sub-delegation given under section 5.42 of the *Local Government Act 1995* to exercise the powers or discharge the duties of the local government under section 214(2), (3) or (5) of the *Planning and Development Act 2005* (i.e., DA-061).

Part 2 - Register of Statutory Delegations by Council

Under section 5.71, an employee who has been delegated a power or duty under Part 5 Division 4 relating to a matter, must not exercise that power or discharge that duty if they have an interest in the matter as defined in sections 5.60A or 5.60B, and must disclose the nature of the interest to the Mayor (if the CEO) or to the CEO (any other employee).

Employees holding delegated authority (including sub-delegations) under Part 5 Division 4 of the *Local Government Act 1995* must lodge a primary financial return under section 5.75 of the Act within three months of receiving the delegation and must thereafter, while holding the delegated authority, lodge an annual return under section 5.76 of the Act.

The above requirements do not apply to employees only holding delegations (including (sub-delegations) granted under the *Planning and Development (Local Planning Scheme) Regulations 2015*.

Part 2 - Register of Statutory Delegations by Council

DA-020 Planning and Related Matters

Delegator: Council Process Owner: CEO		Delegation: DA – 020 Last Review Date: 20-18 June 2024⁴³
Description	Authority to: - consider and determine all planning applications for approval to commence and carry out development within the district under the City of Melville's local planning scheme; Consider and provide recommendations on all applications relating to liquor licence and gambling compliance, in accordance with local planning requirements; - amend or cancel development approval on application by the landowner; - make recommendations to the Western Australian Planning Commission, Department of ~~Planning, Lands and Heritage~~ Department of Parks and Wildlife Biodiversity, Conservation and Attractions (for Swan River Trust), Heritage Council, State Heritage Office, ~~Joint Metro Central Inner~~ Development Assessment Panel and other government departments and instrumentalities on matters associated with the subdivision and/or development of land; and - determine the extent and nature of public consultation required for all planning matters having regard for the statutory requirements of Local Planning Scheme No. 6, the Residential Design Codes of Western Australia and relevant Local Planning Policy.	
Statutory Power or Duty Delegated	Powers and duties of local government provided for in Schedule 2 Part 8 and Schedule 2 Part 9 of the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>	
Statutory Power to Delegate	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2, clause 82: Delegations by local government	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2, clause 83: Local government CEO may delegate powers	
Sub Delegated to:	See attached sub-delegation matrix	
Conditions on Delegation/Sub Delegation	The exercise of delegation is subject to the following restrictions and conditions: - The provisions of Local Planning Policy 1.1 Planning Process and Decision Making apply (excluding Single House development as per Part 4 s.257C of Planning and Development Amendment Act 2023 and Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024); - The delegation to determine an application under clause 68 of the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> is not to be exercised where the delegated officer has undertaken the assessment of the application unless the assessment and recommendation is first checked by another appropriate delegated officer listed in this delegation;	

Part 2 - Register of Statutory Delegations by Council

	3. The delegation is limited in accordance with the following Delegated Authority (Sub-Delegation) Matrix for Planning Matters; and 4. Should a development application be called up by Council, the Chief Executive Officer may not make recommendations to the ~~Joint Metro~~ ~~Central-Inner~~ Development Assessment Panel without first seeking Council's comment on the application and the planning officer's recommendations in the Responsible Authority Report, and attaching to the RAR the Council's comments as approved by Council. This delegation excludes the following powers: • Adopting or amending a Local Planning Policy other than minor administrative changes to reflect grammatical or numbering changes; • Amendments to the Local Planning Scheme; • Determination of an application for the modification or closure of a Public Access Way; and • Adopting or amending a Local Development Plan. • <u>Providing comment on a development application which is to be determined by the Statutory Planning Committee under Part 11B of the Planning and Development Act 2005.</u>
Compliance links	Local Planning Scheme #6 <i>Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2</i> <i>Planning and Development Act 2005</i> <i>Planning and Development Regulations 2009</i> State Planning Policies WAPC Delegation 2017/02, as amended (development on land zoned under the MRS) WAPC Delegation 2009/03 (section 25 of the <i>Strata Titles Act 1985</i>) <i>City of Melville Local Law Relating to Street Numbering 2006</i> <i>City of Melville By-Laws Relating to Fences 1996</i>
Policy Reference	All Local Planning Policies State Planning Policies
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Relevant subject index according to decision
Period of Validity	Ongoing
Adopted by Council	Planning & Development Services Committee – 12 November 2007 – P96/7023
Substantive Amendments	Ordinary Meeting of Council – 10 December 2019 – M19/5723 Amended with respect to RAR submitted to JDAP. Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to align description to WAPC delegation and to relevant legislative provisions. Ordinary Meeting of Council – 15 June 2021 – M21/5842 Amended sub-delegation matrix to remove redundant entries <u>Ordinary Meeting of Council – 18 June 2024 – C24/157</u> <u>Amended sub-delegation matrix to reflect changes to the decision-</u>

Part 2 - Register of Statutory Delegations by Council

	<u>making pathway for single house developments, and to add a new line in regards to liquor licensing and gaming compliance.</u>

CONFIRMED

Part 2 - Register of Statutory Delegations by Council

DA-020 Delegated Authority (Sub-delegation) Matrix for Planning Matters

	Director Planning	Manager Statutory Planning and Building	Principal Statutory Planner	Senior Planning Officers
Applications which satisfy all of the requirements of LPS6, the Deemed-to Comply provisions of the State Planning Policy 7.3 Residential Design Codes Volume 1 (R-Codes Volume 1) and Local Planning Policies.	✓	✓	✓	✓
Provide recommendations and information on applications pertaining to liquor licence and gaming compliance.	✓	✓		
Development which involves departures from the requirements of LPS6, the Deemed-to-Comply provisions of the R-Codes Volume 1 and Local Planning Policies and where no objection(s) which raise relevant planning matters have been received.	✓	✓	✓	✓
Development which involves departures from the requirements of LPS6 the Deemed-to-Comply provisions of the R-Codes Volume 1 and Local Planning Policies and where objection(s) which raise relevant planning matters have been received.	(DAU**)	(DAU)		
Development which satisfies the Element Objectives and Acceptable Outcomes contained in State Planning Policy 7.3 Residential Design Codes Volume 2 Apartments (R-Codes Volume 2)	✓	✓	✓	✓
Development which satisfies the Element Objectives and Acceptable Outcomes contained in R-Codes Volume 2 and where objection(s) which raise relevant planning matters have been received.	(DAU)	(DAU)		
Refusal of applications which do not satisfy all of the requirements of LPS6, the Deemed-to-Comply provisions of the R-Codes, the element objectives and acceptable outcomes of R-Codes Volume 2 and Local Planning Policies.	✓	✓	✓	
SAT matters relating to attendance at Directions Hearings, Mediations, Hearings, and the preparation of Witness Statements and other documents ordered by the SAT.	✓	✓	✓	
Reconsideration requests made by the SAT.	✓*	✓*	✓*	
Recommendations to the WAPC relating to subdivisions resulting in less than 10 lots (approvals and refusals).	✓	✓	✓	✓
Subdivision clearances.	✓	✓	✓	✓
Recommendations to government agencies (whether to approve or refuse) where no objection(s) which raise relevant planning matters have been received.	✓	✓	✓	✓

Part 2 - Register of Statutory Delegations by Council

	Director Planning	Manager Statutory Planning and Building	Principal Statutory Planner	Senior Planning Officers
Single House Development which meets the design principles and objectives of relevant Local Planning Policies where objections have been received (noting Single House development as per Part 4 s.257C of Planning and Development Amendment Act 2023 and Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024 is automatically delegated to the CEO)	✓	✓		
Recommendations to other government agencies (whether to approve or refuse) where objection(s) which raise relevant planning matters have been received.	✓	✓		
Allocation of new or amending existing street numbers.	✓	✓	✓	✓
Modification or removal of existing restrictive covenants.	✓	✓	✓	✓
To make minor administrative changes to local planning policies to reflect grammatical or numbering changes to the State Planning framework.	✓	✓		

* Where the State Administrative Tribunal requests that the City reconsider its previous decision the matter is to be reconsidered at the same level at which the previous determination was made, i.e., if the matter was refused by the Council, the application returns to the Council for determination; if the matter was determined by the Manager Statutory Planning and Building, the application returns to the Manager Statutory Planning and Building for determination.

** Delegation following consideration by Development Advisory Unit (DAU) in accordance with Council Policy.

[Note: Single House development must be dealt with in accordance with the Planning and Development Amendment Act 2023 and the Planning and Development \(Local Planning Schemes\) Amendment \(Single House Development\) Regulations 2024.](#)

Part 2 - Register of Statutory Delegations by Council

DA-061 Enforcement and Legal Proceedings – Planning Matters

Delegator: Council (as responsible authority) Process Owner: Director Planning		Delegation: DA – 061 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to give written directions under section 214(2), (3) and (5) of the the <i>Planning and Development Act 2005</i> and issue notices under Part 10 of the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> .	
Statutory Power or Duty Delegated	<i>Planning and Development Act 2005</i> – Part 13 <u>Section 214(2), (3) and (5):</u> Illegal development, responsible authority's powers <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> <u>Schedule 2, Part 10, Division 1: Powers of local government</u>	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.42(1)(b):</u> Delegation to CEO of powers and duties under the <i>Planning and Development Act 2005</i> section 214(2), (3) or (5) <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <u>Schedule 2, clause 82: Delegations by local government</u>	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees. <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <u>Schedule 2, clause 83: Local government CEO may delegate powers</u>	
Sub Delegated to:	• Director Planning • Manager Statutory Planning and Building • Manager Environmental Health and Compliance	
Conditions on Delegation/Sub Delegation		
Compliance links	<i>Planning and Development Act 2005</i> , Part 13 <i>Criminal Procedure Act 2004</i> , Part 3	
Policy Reference	Planning Compliance – Directorate Procedure Planning Compliance – Work Instruction CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P Relevant subject index according to decision	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 12 May 2015 – M15/5418	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Amended to remove non-delegable powers Ordinary Meeting of Council – 18 June 2024 – C24/157 Amended sub-delegation to extend to Manager Environmental Health and Compliance.	

Part 2 - Register of Statutory Delegations by Council

CONFIRMED

Part 2 - Register of Statutory Delegations by Council

Division 10 - Public Health Act 2016 and Regulations**2.10.1 Enabling legislative provisions**

- 1) Council may delegate to:
 - a) The CEO:
 - (i) A power or duty imposed on the local government as an enforcement agency (section 21(1)(b)(i)); and
 - b) An authorised officer designated by the local government:
 - (i) A power or duty imposed on the local government as an enforcement agency (section 21(1)(b)(ii)).

2.10.2 Matters that may not be delegated

Section 21(4) provides that sub-delegation is permitted only when the regulations expressly authorise a delegable power or duty to be further delegated. No sub-delegation has been authorised in the *Public Health Regulations 2017*.

2.10.3 Sub-delegation

Permitted only if expressly authorised in regulations in relation to a delegated power or duty (section 21(4)). No sub-delegation has currently been authorised.

2.10.4 Making delegations

1. A delegation must be in writing (section 21(2)).
2. The delegation may be subject to any condition or restriction imposed on the exercise or performance of the enforcement agency by the Chief Health Officer under section 20 (section 21(3)).
3. The Act does not require that a delegation must be made by absolute majority.

2.10.5 Recording and Review Obligations

Section 22 requires reporting, at intervals determined by the Chief Health Officer, by an enforcement agency on the performance of its functions under the Act, including those performed under delegated authority.

Part 2 - Register of Statutory Delegations by Council

DA-124 Designation of Authorised Officers (Public Health Act)

Delegator: Council Process Owner: CEO		Delegation: DA – 124 Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to designate persons or classes of persons under the <i>Public Health Act 2016</i> as authorised officers for the purposes of certain Acts.	
Statutory Power or Duty Delegated	<i>Public Health Act 2016</i> <u>Section 24</u> : Designation of authorised officers for the purposes of specified Acts	
Statutory Power to Delegate	<i>Public Health Act 2016</i> <u>Section 21(1)(b)</u> : Local government as enforcement agency may delegate to the CEO or a designated authorised officer	
Delegated to	Chief Executive Officer	
Statutory Power to sub delegate:	No sub-delegation permitted under <i>Public Health Act 2016</i> .	
Sub Delegated to:	Not applicable	
Conditions on Delegation/Sub Delegation	Persons designated as authorised officers must be issued with a certificate or card stating they are authorised in accordance with section 30 of the <i>Public Health Act 2016</i> .	
Compliance links	<i>Public Health Act 2016</i> Sections 18, 24(4), 25-32	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Adopted by Council	Ordinary Meeting of Council – 13 May 2016 – P16/3733	
Substantive Amendments	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Record of delegation transferred from instrument DA-055 to DA-124.	

Part 3 - Register of Statutory Delegations by Chief Executive Officer

Part 3 - Register of Statutory Delegations by the CEO (excluding sub-delegations)

Reviewed annually by the CEO under section 5.46(2) of the *Local Government Act 1995*.

Powers delegated to the CEO by the Council and further delegated by the CEO to other officers are included as sub-delegations in the Register of Council delegations in Part 2 of this document.

Part 3 - Register of Statutory Delegations by Chief Executive Officer

Division 1 - Local Government Act 1995 and Regulations and Local Laws**3.1.1 Enabling legislative provisions**

Section 5.44(1) permits the CEO to delegate to any employee of the local government the exercise of any of the CEO's powers or discharge of any of the CEO's duties under the Act, other than the power of delegation. This extends to powers and duties delegated to the CEO, subject to any conditions imposed by the local government on its delegation to the CEO.

The power to delegate does not prevent the CEO from performing any of their functions by acting through another person.

3.1.2 Matters that may not be delegated

Regulation 6 of the *Local Government (Financial Management) Regulations 1996* prohibits the delegation of the duty to conduct an internal audit to an employee (including a CEO) who has been delegated the duty of maintaining the local government's day to day accounts or financial management operations.

Section 5.44(1) of the Act provides that the CEO may not delegate the power of delegation.

3.1.3 Making delegations

1. A delegation made under section 5.44 must be in writing and may be general or as otherwise provided (section 5.44(2)).
2. A delegation has effect indefinitely unless otherwise specified in the delegation (section 5.45(1)(a)).

3.1.4 Recording and Review Obligations

1. The CEO to keep a register of the delegations made under Part 5 Division 4 to the CEO and to employees (section 5.46(1)).
2. At least once every financial year delegations made under Part 5 Division 4 are to be reviewed by the delegator (section 5.46(2)).
3. Every person to whom a power or duty is delegated under the *Local Government Act 1995* is to keep records in accordance with the *Local Government (Administration) Regulations 1996* in relation to the exercise of the power or discharge of the duty (section 5.46(3)).

Regulation 19 of the *Local Government (Administration) Regulations 1996* specifies that where a power or duty has been delegated under the *Local Government Act 1995* to the CEO or any other employee, the person to whom the power or duty has been delegated must keep a written record of:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

Part 3 - Register of Statutory Delegations by Chief Executive Officer

3.1.5 Other obligations

Under section 5.71, an employee who has been delegated a power or duty under Part 5 Division 4 relating to a matter, must not exercise that power or discharge that duty if they have an interest in the matter as defined in sections 5.60A or 5.60B, and must disclose the nature of the interest to the Mayor (if the CEO) or to the CEO (any other employee).

Employees holding delegated authority (including sub-delegations) under Part 5 Division 4 of the *Local Government Act 1995* must lodge a primary financial return under section 5.75 of the Act within three months of receiving the delegation and must thereafter, while holding the delegated authority, lodge an annual return under section 5.76 of the Act.

Part 3 - Register of Statutory Delegations by Chief Executive Officer

DA-003C Destruction of Records

Delegator: CEO Process Owner: Director Corporate Services		Delegation: DA – 003C Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to approve the destruction of records in accordance with the 2010 General Disposal Authority for Local Government Records (RD 2010046), published by the State Records Office of Western Australia.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 5.41</u> : Functions of CEO – ... (h) ensure that records and documents of the local government are properly kept; and (i) any other function imposed under any other written law	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Delegated to	- Director Corporate Services ~~Manager Information and Communications Technology~~ Chief Information Officer	
Conditions on Delegation	None	
Compliance links	<i>State Records Act 2000</i>	
Policy Reference	City of Melville Recordkeeping Plan 2019 as approved by the State Records Commission under section 23 of the <i>State Records Act 2000</i>	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COUNCIL ADMINISTRATION – Records Management	
Period of Validity	Ongoing	
Granted by CEO	16 June 2009	
Substantive Amendments		

Part 3 - Register of Statutory Delegations by Chief Executive Officer

DA-004C Rates or Service Charge Payment Agreements

Delegator: CEO Process Owner: Director Corporate Services		Delegation: DA – 004C Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 6.49</u> : Agreement as to payment of rates and service charges <i>Local Government (Financial Management) Regulations 1996</i> <u>Regulation 5(1)(a)</u> : Proper collection of all money owing to the local government	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Delegated to	- Director Corporate Services – up to \$100,000 outstanding for each ratepayer - Manager Financial Services – up to \$50,000 outstanding for each ratepayer	
Conditions on Delegation	The agreed re-payment amount and period must ensure that the amount paid over a 12-month period substantially exceeds the estimated value of rates and service charges that will become due over the ensuing 12-month period.	
Compliance links	<i>Local Government Act 1995</i> <u>Section 5.41(d)</u> : Functions of the CEO – ... (d) day to day operations <i>Local Government (Financial Management) Regulations 1996</i> <u>Regulation 5(1)(a)</u> : CEO's duties - proper collection of all money owing to the local government	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P FINANCIAL MANAGEMENT – Rates Payment Arrangements 11.53 7D	
Period of Validity	Ongoing	
Granted by CEO	16 June 2009	
Substantive Amendments	19 June 2020 – Delegates restricted to Director Corporate Services and Manager Financial Services. Function performed by acting through other staff.	

Part 3 - Register of Statutory Delegations by Chief Executive Officer

DA-006C Authority to Approve Deputations

Delegator: CEO Process Owner: Director Corporate Services		Delegation: DA – 006C Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to approve applications for deputations.	
Statutory Power or Duty Delegated	<i>City of Melville Local Government (Meeting Procedures) Local Law 2022</i> Clause 6.12(5): The CEO may approve the request to make a deputation or refer the request to the Mayor or Presiding Member for decision.	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Delegated to	• Director Corporate Services • Head of Governance	
Conditions on Delegation	A deputation must be relevant to a report on the agenda.	
Compliance links	<i>City of Melville Local Government (Meeting Procedures) Local Law 2022</i> Clause 1.5: deputation means an oral submission by one or more members of the public at an agenda briefing forum or at a Council or committee meeting on an item listed on the agenda of that meeting	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Granted by CEO	1 November 2010	
Substantive Amendments	19 June 2020 – Amended to apply to all meetings to which deputations may be made.	

Part 3 - Register of Statutory Delegations by Chief Executive Officer

DA-007C Access to Electoral or Ratepayer Details

Delegator: Chief Executive Officer Process Owner: Director Corporate Services		Delegation: DA – 007C Last Review Date: 20-18 June 2024⁴³
Description	Authority to determine that information requested relating to the provision of rate record, electoral or ratepayer details will not be used for a commercial purpose.	
Statutory Power or Duty Delegated	<i>Local Government (Administration) Regulations 1996 Regulation 29B(b):</i> Copies of certain information not to be provided unless the CEO of the local government is satisfied that information requested under section 5.94(m) or (s) of the <i>Local Government Act 1995</i> will not be used for commercial purposes	
Statutory Power to Delegate	<i>Local Government Act 1995</i> Section 5.44: CEO may delegate powers and duties to other employees	
Delegated to	• Director Corporate Services • Manager Financial Services	
Conditions on Delegation	None	
Compliance links	<i>Local Government Act 1995</i> Section 5.94: Public can inspect certain information – ... (m) any rate record (s) any register of owners and occupiers under section 4.32(6) Section 5.95(2),(6): Limits on right to inspect	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Granted by CEO		
Substantive Amendments	19 June 2020 – Amended to limit delegates to Manager level and above.	

Part 3 - Register of Statutory Delegations by Chief Executive Officer

DA-008C Authority to Extend Time to Pay and to Withdraw Infringement Notices

Delegator: CEO Process Owner: Director Corporate Services		Delegation: DA – 008C Last Review Date: ~~20-18~~ June 2024⁴³
Description	1. Authority to extend the period of 28 days within which a modified penalty may be paid; and 2. Authority to withdraw an infringement notice within one year of the notice being given, whether or not the modified penalty has been paid.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 9.19:</u> Extension of time <u>Section 9.20:</u> Withdrawal of notice <i>Cat Act 2011</i> <u>Section 64:</u> Extension of time <u>Section 65:</u> Withdrawal of notice	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.44:</u> CEO may delegate powers and duties to other employees	
Delegated to	• Director Community Development • Manager Community Safety • Coordinator Rangers and Emergency Management • Director Planning • Manager Building and Environmental Health Services • Manager Environmental Health and Compliance • Coordinator Environmental Health • Director Environment and Infrastructure • Manager Statutory Planning and Building • Building Compliance Coordinator	
Conditions on Delegation	Each delegate may exercise these powers only with respect to infringements issued by officers who report directly or indirectly to them. Delegates may not issue infringement notices.	
Compliance links	None	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P COMMUNITY SAFETY, SECURITY AND LAW ENFORCEMENT – Infringement Notices 4.13 7D	
Period of Validity	Ongoing	
Granted by CEO	13 November 2019	
Substantive Amendments	24 March 2020 – Added Director Technical Services. Ordinary Meeting of Council – 18 June 2024 – C24/157 Amended delegation to extend to Manager Statutory Planning and Building and Building Compliance Coordinator.	

Part 3 - Register of Statutory Delegations by Chief Executive Officer

DA-009C Appointment of Authorised Persons (Local Government Act)

Delegator: CEO Process Owner: Director Corporate Services		Delegation: DA – 009C Last Review Date: ~~20-18~~ June 2024⁴³
Description	Authority to appoint authorised persons under: 1. the <i>Local Government Act 1995</i>; 2. the <i>Caravan Parks and Camping Grounds Act 1995</i> 3. the <i>Cat Act 2011</i>; 4. the <i>Cemeteries Act 1986</i>; 5. the <i>Control of Vehicles (Off-road Areas) Act 1978</i>; 6. the <i>Dog Act 1976</i>; 7. Any subsidiary legislation made under the above Acts; and 8. Any written law prescribed for the purposes of section 9.10 of the <i>Local Government Act 1995</i>.	
Statutory Power or Duty Delegated	<i>Local Government Act 1995</i> <u>Section 9.10(2)</u> : The CEO may, in writing, appoint persons or classes of persons to be authorised persons for the purposes of 1 or more specified laws or specified provisions of 1 or more specified laws	
Statutory Power to Delegate	<i>Local Government Act 1995</i> <u>Section 5.44</u> : CEO may delegate powers and duties to other employees	
Delegated to	• All Directors for functions for which they are responsible. • Manager Community Safety and Coordinator Rangers and Emergency Management for authorisation for the purposes of appointing authorised persons for sections 3.39 and 3.40A(1) of the <i>Local Government Act 1995</i>.	
Conditions on Delegation	Persons appointed as authorised persons must be issued with an identity card in accordance with the requirements of section 9.10(4) of the <i>Local Government Act 1995</i> .	
Compliance links	<i>Local Government Act 1995</i> , section 9.10 <i>Caravan Parks and Camping Grounds Act 1995</i> , section 17 <i>Cat Act 2011</i> , section 3(1) <i>Cemeteries Act 1986</i> , section 64 <i>Control of Vehicles (Off-road Areas) Act 1978</i> , section 38 <i>Dog Act 1976</i> , section 11A	
Policy Reference	None	
Recordkeeping	Records of exercise of delegated authority and associated contracts to be retained in ECM index: COUNCIL ADMINISTRATION – Delegated Authority – Exercises 5.119 P	
Period of Validity	Ongoing	
Granted by CEO	22 June 2022 – Note this delegation replaced Council delegation DA-055 revoked on 15 June 2021 as a result of amendments to section 9.10 of the <i>Local Government Act 1995</i> .	
Substantive Amendments		

Part 4 - Statutory Authorisations and Appointments

**Part 4 - Statutory Authorisations and
Appointments by Council**

CONFIRMED

Part 4 - Statutory Authorisations and Appointments

Division 1 - Local Government Act 1995 and Regulations and Local Laws**4.1.1 Legislative provisions**

Certain powers and functions may only be exercised or performed by persons explicitly authorised by the local government to do so.

Two types of authorisation of persons to perform functions are reserved to the Council:

1. Section 9.6(1) – authorisation of a committee to deal with an objection to a local government decision made by Council or under delegated authority regarding:
 - a) A licence, permit, approval or other authorisation granted, renewed, varied or cancelled under Part 3 of the Act;
 - b) A notice given under section 3.25 of the Act; and
 - c) A decision made under a local law which states that it is one to which Part 9 Division 1 of the Act applies and that the person specified in it is an affected person as defined in section 9.2 of the Act.

There are no committees that currently hold this authorisation. Council will authorise a committee under section 9.6(1) as required on receipt of an objection under Part 9 Division 1 of the Act.

2. Section 9.49A(4) – authorisation, by resolution, of the CEO, another employee or an agent of the local government to sign documents on behalf of the local government, including (if specified) deeds. Section 5.43(ha) specifically prohibits this power being delegated to the CEO.

For other functions and powers that are required to be performed by persons specifically authorised to exercise them, section 9.10(2) of the *Local Government Act 1995* provides that the CEO of the local government may, in writing, appoint persons or classes of persons to be authorised persons for the purposes of one or more specified laws or specified provisions of one or more specified laws as defined in section 9.10(1):

- (a) the *Local Government Act 1995*;
- (b) the *Caravan Parks and Camping Grounds Act 1995*;
- (c) the *Cat Act 2011*;
- (d) the *Cemeteries Act 1986*;
- (e) the *Control of Vehicles (Off-road Areas) Act 1978*;
- (f) the *Dog Act 1976*;
- (g) subsidiary legislation made under an Act referred to in any of paragraphs (a) to (f); and
- (h) a written law prescribed for the purposes of this section.

The Act also separately provides for the CEO to authorise employees to certify certain documents as being true copies or statements of fact (sections 9.31, 9.41 and 9.48).

Part 4 - Statutory Authorisations and Appointments

Persons Authorised by Council to Sign Documents on Behalf of the City

Authorising Body: Council Process Owner: CEO		Statutory Authorisation: CSA-Local-01 Last Reviewed: 20-18 June 2024⁴³
Function Authorised	Sign documents of behalf of the local government.	
Statutory power to authorise	<i>Local Government Act 1995</i> Section 9.49A(4): A local government may, by resolution, authorise the Chief Executive Officer, another employee or an agent of the local government to sign documents on behalf of the local government.	
Authorised officer(s)	• <u>Chief Executive Officer – any document that is necessary or appropriate to sign in carrying out the CEO's functions under any written law.</u> • <u>Director Corporate Services- any document where the matter is specifically resolved by Council, inclusive of a resolution to execute~~ive~~ the document under the Common Seal, or any document necessary for the betterment of the daily operations of the City, under the guidance of the CEO</u> • <u>Director Community Development- any document where the matter is specifically resolved by Council, inclusive of a resolution to execute~~ive~~ the document under the Common Seal, or any document necessary for the betterment of the daily operations of the City, under the guidance of the CEO</u> • <u>Director Planning- any document where the matter is specifically resolved by Council, inclusive of a resolution to execute~~ive~~ the document under the Common Seal, or any document necessary for the betterment of the daily operations of the City, under the guidance of the CEO</u> • <u>Director Environment and Infrastructure – signing/initialling construction plans and pages of accepted tenders and related contract documents any document where the matter is specifically resolved by Council, inclusive of a resolution to execute~~ive~~ the document under the Common Seal, or any document necessary for the betterment of the daily operations of the City, under the guidance of the CEO</u> • Manager Natural Areas and Parks – signing/initialling construction plans and pages of accepted tenders and related contract documents • <u>Manager Engineering – signing/initialling construction plans and pages of accepted tenders and related contract documents</u> • <u>Manager City Buildings- signing/initialling construction plans and pages of accepted tenders and related contract documents</u>	
Conditions on authorisation	1. A person authorised by this instrument to sign a document that may be classified as a deed is authorised to execute that document as a deed (section 9.49A(5)).	

Part 4 - Statutory Authorisations and Appointments

	2. For the purposes of this authorisation, document means any paper or electronic document, including communications such as letters and emails, which: (a) conveys a decision; (b) establishes an obligation on the City; or (c) is ceremonial. 3. Where a City employee holds a delegated authority, a statutory authority or an operational authorisation, to make a decision, that person also has the authority to sign documents which give effect to that decision.
Compliance references	<i>Local Government Act 1995</i> <u>Section 5.41(d)</u>: CEO's duty to manage day to day operations <u>Section 9.38</u>: Evidence of documents coming from local government <u>Section 9.49A(1)(b)</u>: Execution of documents <u>Section 9.49A(5)</u>: Document not regarded as deed unless executed as a deed <u>Section 9.49B</u>: Contract formalities <u>Section 9.49</u>: Documents, how authenticated <u>Section 9.54</u>: Defects in documents
Policy reference	
Recordkeeping	All records to be retained in ECM under appropriate subject index
Resolved by Council	Ordinary Meeting of Council – 16 June 2020 – M20/5749 Delegations DA-012 and DA-117 were revoked and replaced by this authorisation.
Term of Authorisation	Ongoing

Part 4 - Statutory Authorisations and Appointments

Division 2 - Health (Miscellaneous Provisions) Act 1911 and Regulations and Local Laws made thereunder**4.2.1 Enabling legislative provisions**

Section 26(1) of the *Health (Miscellaneous Provisions) Act 1911* authorises and directs every local government to carry out within its district the provisions of that Act and the regulations, local laws and orders made under it.

Section 26(2) provides that a local government may 'appoint and authorise any person to be its deputy and in that capacity exercise and discharge all or any of the functions of the local government, subject to such conditions and limitations (if any) that the local government shall see fit to prescribe'.

The appointment of a deputy or deputies does not affect the exercise or discharge by the local government itself of any power or function (section 26(2)).

Section 26(2) is technically not a delegation power, although in practice the role of a deputy and the role of a delegate are essentially the same. There is no capacity within this Act to sub-delegate or sub-deputise.

Section 344(2) of the Act provides for a regulation or local law made under the Act to be made so as to delegate or confer a discretionary authority on a specified person or body or class of person or body.

Section 374 of the Act provides for a local government to authorise by resolution any officer or member to appear before any court or in any legal proceeding.

4.2.2 Matters that may not be undertaken by deputy

Council is not fettered in the functions or powers it may authorise any deputy to carry out.

4.2.3 Recording and Review Obligations

None specified with respect to appointment of deputies.

Local governments are required to report annually to the Health Department on the performance of their functions under the Act.

Part 4 - Statutory Authorisations and Appointments

Appointment of Deputies under the Health (Miscellaneous Provisions) Act 1911

Appointing Body: Council Process Owner: Chief Executive Officer		Statutory Appointment: CSA-Health-01 Last Reviewed: ~~20~~18 June 2024⁴³
Statutory power to appoint and authorise	<i>Health (Miscellaneous Provisions) Act 1911</i> Section 26: A local government may appoint and authorise any person to be its deputy, and in that capacity to exercise and discharge all or any of the powers and functions of the local government granted or imposed under <i>Health (Miscellaneous Provisions) Act 1911</i> and the regulations, local laws and orders made thereunder.	
Persons appointed and authorised as deputies	• Chief Executive Officer • Coordinator Environmental Health • Senior Environmental Health Officer • Director Corporate Services (section 353 – take possession of land) • Director Environment and Infrastructure (Part IV – Sanitary provisions)	
Statutory powers and functions authorised to be exercised and discharged by deputies	<i>Health (Miscellaneous Provisions) Act 1911</i> <u>Section 38</u> : Report annually to the Chief Health Officer <u>Part IV</u> : Sanitary provisions <u>Part V</u> : Dwellings <u>Part VI</u> : Public buildings <u>Part VII</u> : Nuisances and offensive trades <u>Section 353</u> : Take possession of land where expenses are due and unpaid for 3 years <u>Section 357</u> : Suspend or cancel any licence or registration of persons convicted for any offence under the Act <u>Section 358(1)</u> : Prosecution of offences <u>Section 374</u> : Appearance of local government in legal proceedings	
Conditions and limitations on appointment	The authority held by the deputies appointed above excludes the following powers reserved to Council: • <u>Part III</u>: Financial • <u>Section 342</u>: Make, repeal, amend or suspend local laws with the consent or at the direction of the Chief Health Officer • <u>Section 344C</u>: Fix fees and charges	
Compliance references	<i>Health (Miscellaneous Provisions) Act 1911</i> <u>Section 36</u> : Review of orders and decisions by local governments by SAT <u>Section 354</u> : Service of notice <i>Health (Asbestos) Regulations 1992</i> <i>Health (Offensive Trades Fees) Regulations 1976</i> <i>Health (Public Buildings) Regulations 1992</i> <i>City of Melville Health Local Laws 1997</i>	
Policy reference		
Recordkeeping	All records to be retained in ECM under appropriate subject index	
Appointment Approved by Council	Ordinary Meeting of Council – 16 June 2020 – M20/5749	

Part 4 - Statutory Authorisations and Appointments

	Delegations DA-065, DA-067, DA-069, DA-070 and DA-071 were revoked and replaced by this appointment of deputies on 16 June 2020.
Term of Appointment	Ongoing

CONFIRMED

Part 4 - Statutory Authorisations and Appointments

Division 3 - *Litter Act 1979*

4.3.1 *Enabling legislative provisions*

Section 30(4) of the *Litter Act 1979* provides that an infringement notice issued under section 30(1) of the Act may be withdrawn at any time within 28 days after the service of the notice by sending a notice in the prescribed form advising that the infringement notice has been withdrawn.

Section 30(4a) specifies that a withdrawal notice sent under section 30(4) must be signed by 'a person appointed in writing to withdraw infringement notices by the public authority on behalf of which the infringement notice was served.'

The definition of the term 'public authority' under the *Litter Act 1979* includes 'a local government within its district'. By convention, unless otherwise specified or made obvious by the context, the term 'local government' in legislation is generally interpreted as referring to the Council when it is used in relation to a decision-making power.

The *Litter Act 1979* does not confer a delegation power on local governments, so an appointment under section 30(4a) giving authority to sign withdrawal notices must be made by the Council.

Part 4 - Statutory Authorisations and Appointments

Appointment of Person Authorised to Withdraw Infringement Notices Issued under Part V of the *Litter Act 1979*

Authorising Body: Council Process Owner: Director Community Development		Statutory Appointment: CSA-Litter-01 Last Reviewed: ~~20~~18 June 2024⁴³
Function or Power Authorised	<i>Litter Act 1979</i> Section 30(4): Withdraw infringement notices issued under section 30(1) of the <i>Litter Act 1979</i> .	
Statutory power to authorise	<i>Litter Act 1979</i> Section 30(4)(a): A withdrawal notice sent under subsection (4) shall be signed by a person appointed in writing to withdraw infringement notices by the public authority on behalf of which the infringement notice was served	
Person(s) appointed	• Chief Executive Officer • Director Community Development • Manager Community Safety • Coordinator Rangers and Emergency Management	
Conditions on appointment		
Compliance references	<i>Litter Act 1979</i>	
Policy reference	CP-114 Compliance and Enforcement Policy Compliance and Enforcement Guideline	
Recordkeeping	All records to be retained in ECM under appropriate subject index	
Appointment approved by Council	Ordinary Meeting of Council – 20 September 2022 – C22/5931	
Term of Appointment	Ongoing	

Part 5 Statutory Delegations and Authorisations from External Agencies

**Part 5 - Statutory Delegations and
Authorisations to the City of Melville from
External Agencies**

CONFIRMED

Part 5 Statutory Delegations and Authorisations from External Agencies

Division 1 - Environmental Protection Act 1986

5.1.1 Noise Control – Environmental Protection Notices

19 March 2004

GOVERNMENT GAZETTE, WA

919

ENVIRONMENT

EV401

ENVIRONMENTAL PROTECTION ACT 1986**SECTION 20**

Delegation No. 52

Pursuant to section 20 of the *Environmental Protection Act 1986*, the Chief Executive Officer hereby delegates as follows—

Powers and duties delegated—

All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being premises licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.

Persons to whom delegation made—

This delegation is made to any person for the time being holding or acting in the office of Chief Executive Officer under the *Local Government Act 1995*.

Pursuant to section 59(1)(e) of the *Interpretations Act 1984*, Delegation No. 32, dated 4 February 2000 is hereby revoked.

Dated this 9th day of January 2004.

Approved—

FERDINAND TROMP, A/Chief Executive Officer.
Dr JUDY EDWARDS MLA, Minister for the Environment.

EXERCISE OF THIS DELEGATION WITHIN THE CITY OF MELVILLE

The Chief Executive Officer to whom powers and duties have been delegated in this instrument nominates the holders from time to time of the following positions (including under acting arrangements) to exercise those powers and discharge those duties on the Chief Executive Officer's behalf and under his authority:

- Coordinator Environmental Health
- Senior Environmental Health Officer

Note that section 114(4) of the *Environmental Protection Act 1986* states that

(4) *If the CEO has delegated a power under section 65(1) to a local government or the chief executive officer or an employee of a local government, a prosecution for an offence under section 65(5) in respect of a failure to comply with a requirement contained in an environmental protection notice caused to be served under section 65(1) by that local government, chief executive officer or employee may be instituted by the chief executive officer of the local government.*

Part 5 Statutory Delegations and Authorisations from External Agencies

5.1.2 Noise Management Plans in relation to Specific Works or Venues, Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events

6282

GOVERNMENT GAZETTE, WA

20 December 2013

EV402*

ENVIRONMENTAL PROTECTION ACT 1986**DELEGATION NO. 112**

I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the *Local Government Act 1995*, my powers and duties under the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation, in relation to—

- (a) waste collection and other works—noise management plans relating to specified works under regulation 14A or 14B;
- (b) bellringing or amplified calls to worship—the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);
- (c) community activities—noise control notices in respect of community noise under regulation 16;
- (d) motor sport venues—noise management plans in relation to motor sport venues under Part 2 Division 3;
- (e) shooting venues—noise management plans in relation to shooting venues under Part 2 Division 4;
- (f) calibration results—requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;
- (g) sporting, cultural and entertainment events—approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation—
 - (i) Subregulation 18(13)(b) is not delegated.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 68, gazetted 22 June 2007 is hereby revoked.

Dated the 12th day of December 2013.

JASON BANKS, Acting Chief Executive Officer.

Approved by—

JOHN DAY, Acting Minister for Environment, Heritage.

EXERCISE OF THIS DELEGATION WITHIN THE CITY OF MELVILLE

The Chief Executive Officer to whom powers and duties have been delegated in this instrument nominates the holders from time to time of the following positions (including under acting arrangements) to exercise those powers and discharge those duties on the Chief Executive Officer's behalf and under his authority:

- Coordinator Environmental Health
- Senior Environmental Health Officer

Part 5 Statutory Delegations and Authorisations from External Agencies

5.1.3 Noise Management Plans

1548

GOVERNMENT GAZETTE, WA

16 May 2014

EV405*

ENVIRONMENTAL PROTECTION ACT 1986

DELEGATION NO. 119

I, Jason Banks, in my capacity as the Acting Chief Executive Officer of the Department responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to the holder for the time being of the offices of—

- (a) Chief Executive Officer under the *Local Government Act 1995*; and
- (b) to any employee of the local government under the *Local Government Act 1995* who is appointed as an Authorised Person under section 87 of the Act,

all my powers and duties in relation to noise management plans under regulation 13 of the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 111, gazetted 20 December 2013, is hereby revoked.

Dated the 1st day of May 2014.

JASON BANKS, Acting Chief Executive Officer.

Approved by—

Hon ALBERT JACOBS JP MLA, Minister for Environment, Heritage.

EXERCISE OF THIS DELEGATION WITHIN THE CITY OF MELVILLE

The powers and duties delegated Delegation 119 may only be exercised and discharged by the Chief Executive Officer and City employees holding the following positions provided they have been appointed as Authorised Persons under section 87 of the *Environmental Protection Act 1986*:

- Coordinator Environmental Health
- Senior Environmental Health Officer
- Environmental Health Officers

Part 5 Statutory Delegations and Authorisations from External Agencies

Division 2 - Planning and Development Act 2005

5.2.1 Instrument of Authorisation – Sign Development Applications
for Crown Land as Owner

DoL FILE 1738/2002v8; 858/2001v9

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF AUTHORISATION

I, **Donald Terrence Redman MLA**, Minister for Lands, a body corporate continued by section 7(1) of the *Land Administration Act 1997*, under section 267A of the *Planning and Development Act 2005*, HEREBY authorise, in respect of each local government established under the *Local Government Act 1995* and listed in Column 2 of the Schedule, the person from time to time holding or acting in the position of Chief Executive Officer of the relevant local government, to perform the powers described in Column 1 of the Schedule subject to the conditions listed in Column 3 of the Schedule.

Dated the 2nd day of June 2016

HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

Part 5 Statutory Delegations and Authorisations from External Agencies

SCHEDULE

This is the Schedule referred to in an Instrument of Authorisation relating to Development Applications under the *Planning and Development Act 2005*

Column 1	Column 2	Column 3
The power to sign as owner in respect of Crown land that is: - a reserve managed by the local government pursuant to section 49 of the <i>Land Administration Act 1987</i> and the development is consistent with the reserve purpose and the development is not for a commercial purpose; or - the land is a road of which the local government has the care, control and management under section 55(2) of the <i>Land Administration Act 1987</i> and where there is no balcony or other structure proposed to be constructed over that road unless that structure comes within the definition of a "minor encroachment" in the Building Regulations 2012 (Regulation 45A), or is an "awning, verandah or thing" (Regulation 45B), or is a ground anchor, and where the development is consistent with the use of the land as a road, in respect of development applications being made under or referred to in: (i) section 99(2) of the <i>Planning and Development Act 2005</i> in respect of development for which approval is required under a regional interim development order (as that term is defined in that Act); (ii) section 103(2) of the <i>Planning and Development Act 2005</i> in respect of development for which approval is required under a local interim development order (as that term is defined in that Act); (iii) section 115 of the <i>Planning and Development Act 2005</i> in respect of development within a planning control area (as that term is defined in that Act); (iv) section 122A of the <i>Planning and Development Act 2005</i> in respect of which approval is required under an improvement scheme (as that term is defined in that Act); (v) section 162 of the <i>Planning and Development Act 2005</i> in respect of developments for which approval is required under a planning scheme or interim development order (as those terms are defined in that Act);	City of Albany City of Armadale Shire of Ashburton Shire of Augusta-Margaret River Town of Bassendean City of Bayswater City of Belmont Shire of Beverley Shire of Boddington Shire of Boyup Brook Shire of Bridgetown-Greenbushes Shire of Brooking Shire of Broome Shire of Broomehill-Tambellup Shire of Bruce Rock City of Bunbury Shire of Busselton Town of Cambridge City of Canning Shire of Capel Shire of Carnamah Shire of Carnarvon Shire of Chapman Valley Shire of Chittering Shire of Christmas Island Town of Claremont City of Cockburn Shire of Cocos (Keeling) Islands Shire of Collie Shire of Coolgardie Shire of Coorow Shire of Corang Town of Delftshale Shire of Cranbrook Shire of Cuballing Shire of Cue Shire of Cunderdin Shire of Dalwallinu Shire of Dandaragan Shire of Dardanup Shire of Denmark Shire of Derby/West Kimberley Shire of Donnybrook-Balingup Shire of Downy Shire of Dumbleyung Shire of Dundas Town of East Fremantle Shire of East Pilbara Shire of Esperance Shire of Glenough City of Fremantle City of Greater Geraldton	In accordance with and subject to approved Government Land policies. Any signature subject to the following endorsement: Signed only as acknowledgement that a development application is being made in respect of a proposal that includes Crown land, Crown reserves under management for the purpose, or a road and to permit this application to be assessed under the appropriate provision of the <i>Planning and Development Act 2005</i> (including any planning scheme). The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.
(vi) section 163 of the <i>Planning and Development Act 2005</i> in respect of development on land which is comprised within a place entered in the Register maintained by the Heritage Council under the <i>Heritage of Western Australia Act 1990</i>, or of which such a place forms part; (vii) section 171A of the <i>Planning and Development Act 2005</i> in respect of a prescribed development application (as that term is defined in that section of that Act).	Shire of Gingin Shire of Gnowangerup Shire of Goomalling City of Gosnells Shire of Halls Creek Shire of Harvey Shire of Irwin Shire of Jerramungup City of Joondalup Shire of Kalamunda City of Kalgoorlie-Boulder Shire of Katanning Shire of Kellerberrin Shire of Kent Shire of Kojonup Shire of Kondinin Shire of Koorda Shire of Kulin City of Kwinana Shire of Lake Grace Shire of Laverton Shire of Leonora City of Mandurah Shire of Manjimup Shire of Meekatharra City of Melville Shire of Menzies Shire of Merredin Shire of Mingenew Shire of Moora Shire of Morawa Town of Mosman Park Shire of Mount Magnet Shire of Mt Marshall Shire of Mukinbudin Shire of Mundaring Shire of Murchison Shire of Murray	

Part 5 Statutory Delegations and Authorisations from External Agencies

Shire of Nannup
Shire of Narembeem
Shire of Narembeem
Town of Narembeem
City of Nedlands
Shire of Ngaanyatjaraku
Shire of Northam
Shire of Northampton
Shire of Nungarin
Shire of Peppermint Grove
Shire of Perenjori
City of Perth
Shire of Pingelly
Shire of Plantagenet
Town of Port Hedland
Shire of Quairading
Shire of Ravensthorpe
City of Rockingham
Shire of Roebourne
Shire of Sandstone
Shire of Serpentine Jarrahdale
Shire of Shark Bay
City of South Perth
City of Stirling
City of Subiaco
City of Swan

Shire of Temmin
Shire of Three Springs
Shire of Toodyay
Shire of Trayning
Shire of Upper Gascoyne
Town of Victoria Park
Shire of Victoria Plains
Town of Vincent
Shire of Wagin
Shire of Wandering
City of Wanneroo
Shire of Waroona
Shire of West Arthur
Shire of Westonia
Shire of Wickham
Shire of Williams
Shire of Wiluna
Shire of Wongan-Ballidu
Shire of Woodanilling
Shire of Wyalkatchem
Shire of Wyndham-East Kimberley
Shire of Yalgoo
Shire of Yalgoo
Shire of York


HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

2nd day of June 2016

EXERCISE OF THIS AUTHORISATION WITHIN THE CITY OF MELVILLE

Consistent with the Minister's Instrument of Authorisation, only the Chief Executive Officer or an officer given explicit written authority to sign on the CEO's behalf in these matters may exercise the powers in Column 1 of this Instrument.

Part 5 Statutory Delegations and Authorisations from External Agencies

5.2.2 Development Control Powers – Metropolitan Region Scheme

NOTE: WAPC Delegation 2022/03 must be read in conjunction with the conditions set out in WAPC Resolution 2021/01 (reproduced in section 5.2.2A of this document).

18 January 2022

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PL405

PLANNING AND DEVELOPMENT ACT 2005**INSTRUMENT OF DELEGATION****Del 2022/03 Powers of Local Governments Metropolitan Region Scheme**

Delegation of certain powers and functions of the Western Australian Planning Commission relating to the Metropolitan Region Scheme.

Preamble

Under section 16 of the Planning and Development Act 2005 (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function to an officer of a public authority or to a local government, a committee established under the Local Government Act 1995 or an employee of a local government

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 8 December 2021, pursuant to section 16 of the Act, the WAPC resolved—

- A. To delegate to local governments, and to members and officers of those local governments, its functions in respect of the determination, in accordance with Part IV of the Metropolitan Region Scheme, of applications for approval to commence and carry out development specified in clauses 1 and 2 of Section A, within their respective districts, subject to the conditions set out in clauses 1 to 4 of Section B;
- B. To revoke its delegation of powers and functions to local governments as detailed in the notice entitled “DEL 2017/02 Powers of local governments (MRS)” published in the *Government Gazette* on 30 May 2017, to give effect to this delegation.

SAM FAGAN, Secretary, Western Australian Planning Commission.

PLANNING AND DEVELOPMENT ACT 2005**INSTRUMENT OF DELEGATION****SECTION A—Types of Development****1. Development on zoned land**

Applications for development on land zoned under the MRS except—

- (a) where the land is subject to a resolution under Clause 32 of the MRS; or
- (b) where the land is subject to the declaration of a planning control area under Section 112 of the *Planning and Development Act 2005*; or

Part 5 Statutory Delegations and Authorisations from External Agencies

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- (c) where that land is partly within the development control area described in section 10 of the *Swan and Canning Rivers Management Act 2006* or is outside the development control area but abuts waters within the development control area and the Swan River Trust objects to the proposal, or a referral body recommends refusal; or
- (d) where the local government is of the opinion that the application should be determined by the WAPC on the grounds that the proposal is of State or regional importance or is in the public interest, or
- (e) in respect of public works undertaken by public authorities.

2. Development on regional road reservations

Applications for developments on or abutting land that is reserved in the MRS for the purpose of a regional road.

SECTION B—Conditions**1. Referral requirements for development on land within or abutting a regional road reservation**

The following applications for development on land that abuts or is fully or partly reserved as regional road reservation (classified as Category 1, 2 and 3) shall be referred to Main Roads WA (MRWA) or the Department of Planning, Lands and Heritage, as applicable, for transport planning related comments and recommendations before being determined by the local government subject to the process explained in clause 4, Section B.

Type of regional road reservation in the MRS	Classification on plans SP 693 (PRR) and SP 694 (ORR)	Referral Agency
Primary Regional Road (PRR)	Category 1, 2 and 3	Main Roads WA
Other Regional Road (ORR)	Category 1, 2 and 3	Department of Planning, Lands and Heritage

The regional road network (PRR and ORR) changes periodically with amendments to the MRS. This clause relates to all regional road reservations in the MRS as amended from time to time. Regional roads subject to this notice and the relevant agency that is responsible for their planning are shown on accompanying editions of plans SP 693 (PRR, MRWA) and SP 694 (ORR, WAPC).

The road categories shown on plans SP 693 (PRR) and SP 694 (ORR) classify the regional roads based on—

- (a) the permissible vehicular access arrangements to the subject land via the regional road frontage
 - Category 1 road means that frontage access is not allowed (control of access);
 - Category 2 road means that frontage access may be allowed subject to approval; and
- (b) the legibility and statutory powers of current road land requirements defined for the purpose of regional road reservation in the MRS
 - Category 3 road means that the subject regional road reservation is not accurately defined or is subject to review by the agency that is responsible for planning of the regional road.

“Category 1 road” applies where regional roads—

- (a) are constructed or planned to a fully controlled and grade separated freeway standard; or
- (b) are constructed or planned to an access controlled arterial standard, (i.e. functioning as Primary Distributor or Integrator Arterial (District Distributor) road with widely spaced signalised intersections or roundabouts, and a few, if any, direct access points to individual sites or local streets.

“Category 2 road” applies where regional roads—

- (a) are constructed or planned to a partially access controlled arterial standard, (i.e. a primary or district distributor road with direct connections to local streets and driveways to larger sites, but with some restriction of direct frontage access to individual properties); or
- (b) have direct frontage access to abutting properties due to the historic development of the road and properties.

“Category 3 road” applies where regional road reservation is not accurately defined or is under review.

Tables 1, 2 and 3 below outline the category of the regional road reservation and the criteria for referring development applications to agencies for comment in accordance with this instrument of delegation.

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Table 1—Referral process of development applications with respect to Category 1 (PRR or ORR reservations in the MRS)

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. Where a development application has one or more of the following characteristics— (a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or (b) Development with potential for a significant increase in traffic using any access, either directly or indirectly, onto the road reservation; or (c) Development, which involves direct vehicle access to and/or from the regional road reservation.	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.

Table 2—Referral process of development applications with respect to Category 2 (PRR or ORR reservations in the MRS)

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. Where a development application has one or more of the following characteristics— (a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or (b) Development with potential for a significant increase in traffic on the regional road using any access, either directly or indirectly, onto the road reservation; or (c) Development, which involves the retention of more than one existing access; or additional, relocated or new access between the subject land and the road reservation; or (d) Development, which proposes retention of an existing access between the subject land and the road reservation, where alternative access is or could be made available from side or rear streets or from rights of way at rear; or (e) Development on a lot affected by the regional road reservation where— • all or part of the proposed development is within the regional road reservation; and • has a construction value greater than \$50 000; or (f) Development on a lot affected by the regional road reservation where— • none of the proposed development is within the regional road reservation; and • has a construction value greater than \$250 000	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.

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Table 3—Referral process of development applications with respect to Category 3 (PRR or ORR reservations in the MRS)

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. All development applications, other than those where local government first decides to refuse it.	1. Where the local government first decides to refuse the application under the MRS

Notes—

(1) Copies of plans SP 693 (PRR) and SP 694 (ORR) are available from the WAPC's website: "Resolutions and instruments of delegation—WAPC Powers of local governments (MRS)". (<http://www.DPLH.wa.gov.au/1212.asp>).

(2) In determining applications under this delegation, local governments shall have due regard to relevant WAPC and MRWA policy and guidelines, including but not limited to the Commission's D C Policy—5.1 *Regional Roads (Vehicular Access)*, the Transport Impact Assessment Guidelines, and MRWA *Driveways Policy*, which set out the principles and requirements to be applied when considering proposals for vehicle access to or from developments abutting certain categories of regional roads.

(<http://www.DPLH.wa.gov.au/publications/812.asp>; and <https://www.mainroads.wa.gov.au/BuildingRoads/StandardsTechnical/RoadandTrafficEngineering/GuidetoRoadDesign/Pages/Driveways.aspx>)

(3) Local governments shall ensure that sufficient transport information accompanies the development application to assist the referral agency in assessing the transport implications of the proposal. This information should be provided in accordance with the WAPC's *Transport Impact Assessment Guidelines*. (<http://www.DPLH.wa.gov.au/publications/1197.asp>)

(4) With regard to proposals for new noise-sensitive developments, the local government shall have due regard to the provisions of Commission's *State Planning Policy—5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning*. (<http://www.DPLH.wa.gov.au/publications/1182.asp>)

2. Referral requirements for development on land abutting the Swan River Trust Development Control Area

Applications for development on land that is outside the development control area but abutting land that is in the development control area, or which in the opinion of the local government are likely to affect waters in the development control area, shall be referred to the Swan River Trust for comment and recommendation before being determined by the local government.

3. Referral requirements for development on land abutting other reservations

Applications for development on land abutting land reserved in the MRS for purposes other than regional roads or Parks and Recreation (where the reservation corresponds with the Swan River Trust development control area and is covered by Clause 2, Section B of this notice) shall be referred to the public authority responsible for that reserved land for comment and recommendation before being determined by the local government.

In the case of land reserved for the purpose of Parks and Recreation, which is not vested or owned by another public authority, the applications shall be referred to the Department of Planning, Lands and Heritage before being determined by the local government.

4. For the purpose of this Instrument of Delegation

- Where an application is referred by the local government to a public authority for comment and recommendation, the public authority shall provide comment and a recommendation, if any, within 30 days of receipt of the application. If no comment or recommendation is received within that 30 day period the local government may determine the application on the available information.
- Where the recommendation provided by the public authority specified in the delegation notice is not acceptable to the local government the application, together with the recommendations provided by all public authorities consulted and the reasons why the recommendation is not acceptable to the local government, shall be referred immediately to the WAPC for determination.
- The powers delegated to a member or officer of a local government may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development within the local government district under the local government's local planning scheme.

Interpretation

In this Instrument of Delegation, unless the context otherwise requires—

- A reference to a 'position' or 'classification' contemplates and includes a reference to its successor in title.
- "access" means both entry and exit from either a road or abutting development by a vehicle.
- "Commission" or "WAPC" means the "Western Australian Planning Commission".

Part 5 Statutory Delegations and Authorisations from External Agencies

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- “development” has the same meaning given to it in and for the purposes of the *Planning and Development Act 2005* or “development means the development or use of any land, including—
 - (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;
 - (b) the carrying out on the land of any excavation or other works;
 - (c) in the case of a place to which a Conservation Order made under section 59 of the *Heritage of Western Australia Act 1990* applies, any act or thing that—
 - (i) is likely to change the character of that place or the external appearance of any building; or
 - (ii) would constitute an irreversible alteration of the fabric of any building”.
- “local road” means a public road other than a private road or a road subject of reservation under Part II of the MRS.
- “not acceptable” means that the local government wishes to determine the application, as a delegate of the WAPC, in a manner that is inconsistent with the recommendation received from the public agency to which the local government was required to consult under this Notice of Delegation.
- Main Roads WA means Main Roads Western Australia
- “regional road” means any road designated under the region Scheme as follows—
 - (a) land coloured red in the Scheme Map—Primary Regional Roads; and
 - (b) land coloured dark blue in the Scheme Map—Other Regional Roads.
- “reserved land” means land reserved under Part II of the MRS.
- “road reservation” means land reserved for the purposes of a regional road in the MRS.
- “significant increase in traffic” means generating more than 100 vehicle trips in the peak hour and would therefore require a transport assessment to accompany the development application. Refer to the Commission’s *Transport Impact Assessment Guidelines*

EXERCISE OF THIS DELEGATION WITHIN THE CITY OF MELVILLE

Consistent with Clause 4(c) of WAPC Instrument of Delegation 2022/03, the powers delegated in this instrument, as gazetted on 18 January 2022, may only be exercised by the Chief Executive Officer, Director Planning, Manager Statutory Planning and Building, Planning Services Coordinate~~Principal Statutory Planner~~ and Senior Planning Officers, in accordance with the delegated authority matrix listed in Council Instrument of Delegation DA-020.

Part 5 Statutory Delegations and Authorisations from External Agencies

5.2.2A WA Planning Commission – Resolution under Clause 32 of the Metropolitan Region Scheme

The following resolution by the WA Planning Commission is not a delegation to the local government but places conditions on the preceding WAPC Delegation 2022/03 in accordance with clause 1(a) of that delegation:

INSTRUMENT OF DELEGATION
SECTION A Types of Development

1. Development on zoned land

Applications for development on land zoned under the MRS except

(a) where the land is subject to a resolution under Clause 32 of the MRS;

18 January 2022

GOVERNMENT GAZETTE, WA

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PL406

PLANNING AND DEVELOPMENT ACT 2005

NOTICE OF RESOLUTION

Resolution under Clause 32 of the MRS

RES 2021/01

Notice of resolution made under clause 32 of the Metropolitan Region Scheme (MRS) regarding development control powers of the Western Australian Planning Commission

Under clause 32 of the MRS, the WAPC may, by resolution, identify land and require that applications for all or certain classes of development on that land, be referred to the WAPC for determination.

Resolution under clause 32 of the MRS

On 8 December 2021, pursuant to clause 32 of the MRS, the WAPC RESOLVED—

- A TO REVOKE its resolutions made under clause 32 of the MRS as detailed in a notice published in the *Government Gazette* of 12 June 2015 at pages 2062 and 2063 and as published in the *Government Gazette* of 11 December 2011 concerning Lots 202 and 203, Corner Kwinana Freeway, Beeliar Drive and Wentworth Parade, Success.
- B TO REQUIRE all local governments within the MRS area to refer applications for development of the classes and in the locations specified in clauses 1 to 4 of Schedule 1 to the WAPC for determination.
- C TO REQUIRE that local governments specified in clauses 5 to 8 of Schedule 1 to refer applications for development of the classes and in the locations specified in clauses 5 to 8 of Schedule 1 to the WAPC for determination.
- D TO CONFIRM that words used in the schedules to this resolution have the meanings given to them in the *Planning and Development Act 2005* (the Act) and the MRS and, unless the context otherwise requires, the meanings defined in schedule 3. In the case of any inconsistency, the Act prevails;
- E TO DECLARE that this resolution takes effect when notice of it is published in the *Government Gazette*.

SAM FAGAN, Secretary, Western Australian Planning Commission.

Part 5 Statutory Delegations and Authorisations from External Agencies

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GOVERNMENT GAZETTE, WA

18 January 2022

Schedule 1

All Local governments in the area covered by the MRS

1. Development of State or Regional Significance

Development in respect of which the WAPC, by notice in writing in each case, advises the local government that the development is of state or regional significance or that, in the public interest, the development should be the subject of an application determined by the WAPC.

2. Development in the rural zone

Extractive Industry applications and any other uses which in the opinion of the WAPC or the local government may not be consistent with the rural zone.

3. Poultry Farms

Applications made under clause 28 of the MRS for approval to commence and carry out development of new poultry farms or any extension or addition in excess of 100 square metres to the improvements of an existing poultry farm in the Rural, Urban or Urban Deferred zones in the MRS

4. Development in Activity Centres

Applications made under clause 28 of the MRS for approval to commence and carry out development relating to a building or extension/s to an existing building for shop-retail purposes—

- (a) where the local government or the WAPC considers that the development proposed may be of State or regional significance;
- (b) where the development proposed is major development which the local government considers is appropriately located in an activity centre of a higher level of the Activity Centre Hierarchy that the activity centre in which it is proposed to be located;
- (c) where the development proposed is major development which the WAPC (after consulting the relevant local government) considers is appropriately located in an activity centre of a higher level of the Activity Centre Hierarchy that the activity centre in which it is proposed to be located;
- (d) for Strategic metropolitan centre or Secondary centre developments where the development proposed is major development;
- (e) for District centre developments, where the development is major development and where approval of the proposal would result in the shop/retail floorspace exceeding 20 000m² of shop/retail floorspace (net lettable area); or
- (f) where the development proposed is wholly or partly located in zoned land in specialised centres; except where the application complies with an activity centre structure plan or equivalent plan or strategy for the activity centre endorsed by the WAPC.

Referral arrangements for specific local governments**5. Stirling and Glendalough Station Precinct**

Unless a structure plan is in place for the areas defined in WAPC plan No. 4.1495/1, the City of Stirling is to refer for determination by the WAPC the following classes of applications under clause 28 of the MRS for approval to commence and carry out development on land—

- (a) Applications that include non-residential uses and/or development;
- (b) Applications for 5 or more residential dwellings.

6. Kwinana Industrial Area

The City of Kwinana is to refer for determination by the WAPC all applications made under clause 28 of the MRS for all classes of development for the area shown on WAPC plan No. 4.1489/1, except where development is estimated by the applicant to be less than \$250,000 in respect of which the council may decide at its discretion to submit or not to the WAPC.

7. North Coogee Industrial Area

The City of Cockburn is to refer for determination by the WAPC all applications made under clause 28 of the MRS for all classes of development for the area shown on WAPC plan 4.1622.

8. Parliament House Precinct 6

The City of Perth is to refer for determination by the WAPC all applications for approval to commence and carry out development within—

- (a) The area depicted as the Inner Precinct on WAPC plan 3.2096; and
- (b) The area depicted as the Outer Precinct on WAPC plan 3.2096, where the development proposed will exceed the specified height limits, previously determined by the WAPC.

Part 5 Statutory Delegations and Authorisations from External Agencies

18 January 2022

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Interpretation

In this notice of resolution, words have the meanings given to them in the Act and the MRS. Unless the context otherwise requires—

“activity centre” is defined in section 9 of State Planning Policy 4.2;

“activity centre hierarchy” means the categories of activity centres set out in Appendix 1 of State Planning Policy 4.2, namely—

- Capital City;
- Strategic centres;
- Specialised centres;
- Secondary centres;
- District centres;
- Neighbourhood centres; and
- Local centres.

“Advice agency” means a department, public authority or body which is requested to provide advice and recommendations on applications for planning approval under the GBRs as an agency responsible for reserved land or to which local governments refer applications under the terms of schedule 3.

“Category A activity centre uses” means land uses as defined in section 9 of State Planning Policy 4.2;

“Forward to the WAPC” and similar expressions mean convey by mail, by hand or electronically to the office of the Department of Planning Lands and Heritage.

“major development” means development as defined in section 9 of State Planning Policy 4.2;

“net lettable area” is defined in section 9 of State Planning Policy 4.2;

“precinct structure plan or equivalent” means a precinct structure plan prepared for an activity centre as required under 7.2 of State Planning Policy 4.2, and includes what were previously referred to as an activity centre plan;

“Planning approval” means the planning approval of the WAPC as required under the MRS and this resolution, whether granted by the WAPC or by delegates of the WAPC including committees, or officers.

Part 5 Statutory Delegations and Authorisations from External Agencies

5.2.3 WA Planning Commission – Section 25 of the Strata Titles Act 1985

29 January 2021

GOVERNMENT GAZETTE, WA

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PL402

PLANNING AND DEVELOPMENT ACT 2005**INSTRUMENT OF DELEGATION****Del 2020/01 Powers of Local Governments**

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to certain applications under the *Strata Titles Act 1985*

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 20 January 2021, pursuant to section 16 of the Act, the WAPC RESOLVED—

- A. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under section 15 of the *Strata Titles Act 1985* as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- B. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under sections 21 and 22 of the *Strata Titles Act 1985* as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- C. TO AMEND “Del 2020/01—Powers of Local Governments” to give effect to its resolution and to publish an updated, consolidated instrument.

SAM FAGAN, Western Australian Planning Commission.

Schedule 1**1. Applications made under section 15 of the *Strata Titles Act 1985***

Power to determine applications under section 15 of the *Strata Titles Act 1985*, except those applications that—

- (a) propose the creation of a vacant lot;
- (b) propose vacant air stratas in multi-tiered strata scheme developments;
- (c) propose the creation or postponement of a leasehold scheme;
- (d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the *Strata Titles Act 1985*);
- (e) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to—
 - i. a type of development; and/or
 - ii. land within an area,

which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

2. Applications under sections 21 and 22 of the *Strata Titles Act 1985*

Power to determine applications under—

- (a) section 21 of the *Strata Titles Act 1985*;
- (b) section 22 of the *Strata Titles Act 1985* where the amendment or repeal of scheme by-laws requires the approval of the WAPC.

Part 5 Statutory Delegations and Authorisations from External Agencies

450

GOVERNMENT GAZETTE, WA

29 January 2021

3. Reporting requirements

A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.

EXERCISE OF THIS DELEGATION WITHIN THE CITY OF MELVILLE

The powers delegated in WAPC Instrument of Delegation 2020/01, gazetted on 29 January 2021, may only be exercised by the Chief Executive Officer, Director Planning, Manager Statutory Planning and Building, Planning Services Coordinator~~Principal Statutory Planner~~ and Senior Planning Officers.

The Director Planning is responsible for meeting the reporting requirements.

Part 5 Statutory Delegations and Authorisations from External Agencies

Division 3 - Main Roads Act 1930**1. Parking**

Section 15(2) of the *Main Roads Act 1930* provides that the Commissioner (of Main Roads) has the care, control and management of the land over which a highway or main road is declared.

Section 16(2) of the *Main Roads Act 1930* states that the exercise of any local government over any highway or main road shall be subject to the control and direction of the Commissioner.

2. Signs and Signals

Under clause 297(1) of the *Road Traffic Code 2000*, the Commissioner of Main Roads may erect, establish, or display, alter or take down any road sign or traffic signal signals on the State's road network.

Under clause 297(2) of the Code, the Commissioner can delegate this authority to 'Authorised Bodies' such as local governments, subject to the conditions set out in an Instrument of Authorisation.

3. Unattended Animals and Vehicles

Clause 275(3) of the Code provides for local government officers to seize and impound any stock that are unattended on or obstructing any portion of a road.

4. Advertisements

Section 33B of the *Main Roads Act 1930* provides for regulations to control or prohibit the erection of hoardings or other advertising structures on or in the vicinity (including on private land) of highways, main roads and controlled-access roads; and to enforce the removal of those deemed hazardous or exceptionable.

Section 33C of the *Main Roads Act 1930* permits the Commissioner of Main Roads to delegate powers under section 33B to a local government.

Main Roads WA has published a [Policy and Application Guidelines for Advertising Signs Within and Beyond State Road Reserves](#) which provides a framework for the Commissioner's powers under s.33B to be delegated to local governments. At the time of preparing this manual, the Commissioner had not delegated these powers to the City of Melville.

Part 5 Statutory Delegations and Authorisations from External Agencies

5.3.1 Parking Regulation on Verges of Main Roads and Highways

Enquiries: Theo Hazebroek on 9323 4545
Our Ref: 04/9019 (D04#23029)
Your Ref:

29 October 2004

Mr J. J. McNally
Chief Executive Officer
City Of Melville
Locked Bag 1
BOORAGOON WA 6954

Dear Mr McNally

VEHICLES PARKED ON VERGES OF MAIN ROADS AND HIGHWAYS.

Recently I have been approached by more than one metropolitan Local Government for a delegation to enable those local governments to issue parking infringements for vehicles offered for sale on Main Roads and Highways verges (where these form part of the Main Road or Highway).

I understand that the Local Laws of most Metropolitan Local Governments for regulating parking exclude from the Parking Region to which those Local Laws apply:

"...any road which comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road has been delegated by the Commissioner of Main Roads to the local government."

I understand that this exclusion is based on Schedule 1 of the Model Local Laws for Parking developed in conjunction with WALGA. Those Model Local Laws have been enacted by most, if not all of the metropolitan Local Governments.

Subsection 16(2) of the Main Roads Act provides:

"Subject to the provisions of section 15[], the powers of any local government over any highway or main road shall not be deemed to be taken away by this Act, but the exercise of such powers shall be subject to the control and direction of the Commissioner."*

* Section 15 doesn't appear to have any impact in the current scenario.

The effect of section 16(2) of the Main Roads Act is that the Commissioner may control and direct the powers of Local Governments in respect of highways and main roads but the provision does not otherwise prohibit the exercise of such powers. The power of local governments to regulate parking on Main Roads or Highways is one of those powers.

There has been some confusion between some Metropolitan Local Governments and Main Roads about whether a delegation is actually required under 16(2) of the Main Roads Act. Main Roads officers have discussed this issue with WALGA with a view to resolving the confusion in so far as section 16(2) relates to parking.

Don Aitken Centre, Waterloo Crescent, East Perth or PO Box 6202 EAST PERTH Western Australia 6892
Telephone: (08) 9323 4111 Facsimile: (08) 9323 4136 TTY: (08) 9428 2230
Email: dao@mainroads.wa.gov.au Website: www.mainroads.wa.gov.au

Part 5 Statutory Delegations and Authorisations from External Agencies

In order to clarify the powers of your Local Government in relation to regulating parking on Main Roads or Highways and to avoid the need for amendment of each metropolitan local government's local laws on parking, a direction under section 16(2) of the Main Roads Act is warranted.

Please accept this as a direction under section 16(2) of the Main Roads Act that:

- a) Council may control parking on the verges of any Main Roads and Highways in your district (where these verges form part of the Main Road or Highway) other than those mentioned in paragraph "b" below but only for the purposes of:
 - i) prohibiting parking on those verges including any parked vehicles offered for sale on those verges; and
 - ii) enforcing any such prohibition.
- b) Council may not control parking on any part of any freeways in your district.

This direction is not intended to affect any existing arrangements Council has for the regulation of parking on the carriageway of any Main Roads or Highways in your district.

Please note that I do not mean to suggest that any Local Government is required to exercise any relevant powers.

If you require any further information please contact Theo Hazebroek on 9323 4545. In reply please quote file reference 04/9019 (D04#23029).

Yours faithfully

M Henneveld
COMMISSIONER OF MAIN ROADS

Part 5 Statutory Delegations and Authorisations from External Agencies

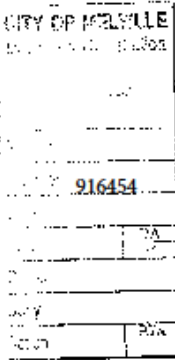
5.3.2 Traffic Management Signs – Road Works



Government of
Western
Australia

Enquiries: Kamal Weeraratunga on (08) 9323 4604
Our Ref: 04/1706-02
Your Ref:

Chief Executive Officer
City of Melville
Locked Bag 1
BOORAGOON WA 6954



CITY OF MELVILLE
Locked Bag 1
Booragoon WA 6954



MAIN ROADS
Western Australia

ARN: 40 660 676 021

13 October 2004

Dear Sir/Madam

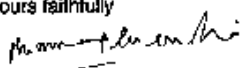
**AUTHORITY TO USE TRAFFIC SIGNS AND DEVICES AT ROADWORKS
NEW INSTRUMENT OF AUTHORISATION**

Please find herewith enclosed an Instrument of Authorisation executed by the Commissioner of Main Roads, for your retention. This Instrument of Authorisation enables the City of Melville and its Representatives to use traffic signs and devices for works on roads within its jurisdiction, subject to the conditions attached to the Instrument of Authorisation, without further approval from Main Roads. The City of Melville will be added to the list of Authorised Bodies on Main Roads' website at www.mainroads.wa.gov.au (Traffic < Roadworks < Administration).

I thank you for taking the opportunity to become an Authorised Body by signing the Instrument of Authorisation and trust that the City of Melville will use traffic signs and devices for works on roads in a safe and appropriate manner as per the Main Roads' Traffic Management for Works on Roads Code of Practice.

If you require any further information please contact Kamal Weeraratunga on (08) 9323 4604. In reply please quote file reference 04/1706-02.

Yours faithfully



Kamal Weeraratunga
ROAD SAFETY ENGINEER

Enc - Instrument of Authorisation executed by the Commissioner of Main Roads

Don Atkinson Centre, Waterloo Crescent, East Perth or PO Box 6232 EAST PERTH Western Australia 6152
Telephone: (08) 9323 4111 Facsimile: (08) 9323 4182 TTY: (08) 9426 2230
Email: doc@mainroads.wa.gov.au Website: www.mainroads.wa.gov.au
X:\PSE\Letters\Ltrms Out_2004\RSSE 118_CoMelw.doc

Part 5 Statutory Delegations and Authorisations from External Agencies

WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION

Pursuant to Regulation 297(2) of the Road Traffic Code 2000 the Commissioner of Main Roads ("the Commissioner") hereby authorises City of Melville ("Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such traffic signs and traffic control devices of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any works, survey or inspection, associated with the construction, maintenance or repair on a road (other than a main road or highway), any adjoining land or any portion thereof within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Works on Roads Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Roadworks Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the relevant works, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

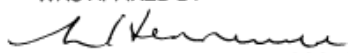
This Instrument of Authorisation replaces any prior Instrument of Authorisation under Regulation 297(2) of the Road Traffic Code 2000 between the Commissioner and the Authorised Body. The Commissioner's delegation dated 17 July 1975 to a number of Local Governments outside the Perth metropolitan area, is not affected by this Instrument of Authorisation except that this Instrument of Authorisation prevails wherever roadworks are concerned. That 1975 delegation was made under Regulation 301 of the Road Traffic Code 1975 and related to non-regulatory signage.

File No. 0011706
 Document No. DOH# 23142
 Date Due. NA
 Action Officer. NA

Part 5 Statutory Delegations and Authorisations from External Agencies

Dated: 24/9/04

THE COMMON SEAL OF THE
COMMISSIONER OF MAIN ROADS
WAS AFFIXED BY



COMMISSIONER OF MAIN ROADS
FOR THE TIME BEING IN THE PRESENCE OF:



N. J. Binning
Signature of Witness

Neville Binning A/EDFS
Name of Witness

ACKNOWLEDGMENT BY AUTHORISED BODY

City of Melville agrees to observe, perform and be bound by the above conditions.

THE COMMON SEAL OF THE
CITY OF MELVILLE
WAS AFFIXED PURSUANT TO A RESOLUTION
OF THE COUNCIL IN THE PRESENCE OF



John McNally
JOHN McNALLY
Chief Executive Officer

Katherine Jackson JP
KATHERINE JACKSON JP
MAYOR

Rebecca Dayall
Witness

EXERCISE OF THIS AUTHORISATION WITHIN THE CITY OF MELVILLE

The powers delegated in this Instrument of Authorisation dated 24 September 2004 may only be exercised by the Chief Executive Officer and the officers from time to time holding the following positions:

- Director Environment and Infrastructure
- Manager Engineering

Part 5 Statutory Delegations and Authorisations from External Agencies

5.3.3 Traffic Management Signs – Events on Roads



Government of
Western
Australia

Enquiries: John Moore on 9323 4604
Our Ref: 06/7845 (D07#11342)
Your Ref: 1596009



mainroads
WESTERN AUSTRALIA

ABN: 50 860 675 021

10 April 2007

Mr R Willis
Director Technical and Development Services
City of Melville
Locked Bag 1
BOORAGOON WA 6954

Dear Sir

**AUTHORITY TO USE TRAFFIC SIGNS AND DEVICES AT EVENTS
INSTRUMENT OF AUTHORISATION**

I refer to your letter of 19 January 2007 regarding the above.

Please find enclosed an Instrument of Authorisation executed by the Commissioner of Main Roads, for your retention. This Instrument of Authorisation enables the City of Melville and its Representatives to use traffic signs and devices on roads within its jurisdiction for the purposes of managing traffic for events, subject to the conditions attached to the Instrument of Authorisation, without further approval from Main Roads. The City of Melville will be added to the list of Authorised Bodies on Main Roads' website at www.mainroads.wa.gov.au (go to 'Traffic' > 'Events').

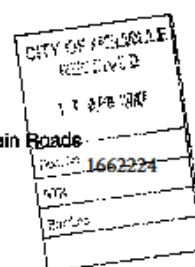
I thank you for taking the opportunity to become an Authorised Body relating to traffic management for events by signing the Instrument of Authorisation and trust that the City of Melville will use traffic signs and devices in a safe and appropriate manner as per Main Roads' Traffic Management for Events Code of Practice.

If you require any further information please contact me on 9323 4604. In reply please quote file reference 06/7845.

Yours faithfully

J A Moore
ROAD SAFETY OFFICER

Enc – Instrument of Authorisation executed by the Commissioner of Main Roads



Don Aiken Centre, Waterloo Crescent, East Perth or PO Box 6202 EAST PERTH Western Australia 6862
Telephone: (08) 9323 4111 Facsimile: (08) 9323 4174 TTY: (08) 9428 2250
Email: roadtraff@mainroads.wa.gov.au Website: www.mainroads.wa.gov.au
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Part 5 Statutory Delegations and Authorisations from External Agencies

**WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION**

**RELATING TO
TRAFFIC MANAGEMENT FOR EVENTS**

Pursuant to Regulation 297(2) of the *Road Traffic Code 2000* the Commissioner of Main Roads ("the Commissioner") hereby authorises City of Melville..... (Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such road signs of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any:

- i) "event" subject to an order from the Commissioner of Police pursuant to Part VA of the *Road Traffic Act 1974*;
- ii) race meeting or speed test for which the Minister referred to in section 83 of the *Road Traffic Act 1974* has, under that provision, temporarily suspended the operation of any provisions of the *Road Traffic Act 1974* or regulations made under that Act; or
- iii) public meeting or procession the subject of a permit granted by the Commissioner of Police under the *Public Order in Streets Act 1984*;

or as may be required for the purpose of controlling traffic on a road adjacent to, or in the vicinity of, any event or organised activity approved by the Authorised Body under its local laws, on a road (other than a main road or highway) within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Events Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Events Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the event, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

The powers in this Instrument of Authorisation do not change or replace:

- 1) any prior Instrument of Authorisation from the Commissioner of Main Roads for the purposes of undertaking traffic management for works on roads; and
- 2) any powers and responsibilities of a local government provided in regulation 9 of the *Road Traffic (Events on Roads) Regulations 1991*.

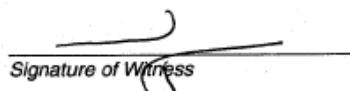
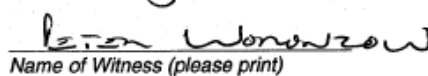
Page 1 of 2

Part 5 Statutory Delegations and Authorisations from External Agencies

Dated: 27 MAR 2007

THE COMMON SEAL OF THE
COMMISSIONER OF MAIN ROADS

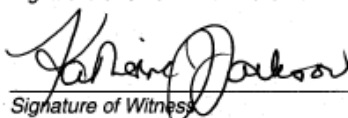
WAS AFFIXED BY


COMMISSIONER OF MAIN ROADSFOR THE TIME BEING IN THE
PRESENCE OF:
Signature of Witness
Name of Witness (please print)

ACKNOWLEDGMENT BY AUTHORISED BODY

City of Melville agrees to unconditionally observe,
perform and be bound by the above conditions.

THE COMMON SEAL of

City of Melville
[Insert name of Local Government]Was hereunto affixed pursuant to a
resolution of the Council in the
presence of:
Signature of Chief Executive Officer
Signature of WitnessKATHERINE J JACKSON
Name of Witness (please print)

Page 2 of 2

EXERCISE OF THIS AUTHORISATION WITHIN THE CITY OF MELVILLE

The powers delegated in this Instrument of Authorisation dated 27 March 2007 may only be exercised by the Chief Executive Officer and the officers from time to time holding the following positions:

- Director Environment and Infrastructure
- Manager Engineering



Risk Management Policy

Policy Type: Council Policy

Policy Owner: Risk & Insurance Officer

Policy No. CP-099

Last Review Date: ~~20 April 2021~~ 15 May 2024

Policy Objectives

The objective of this policy is to implement and embed a consistent risk management culture within the City of Melville ([City](#)). This will be achieved through the key elements of:

- good governance;
- confident decision making and planning;
- enhancing outcomes and accountability;
- continuously reviewing the City's exposure to risks and opportunities; and
- promoting a risk aware culture.

Policy Scope

This policy applies to all employees of the City and unless otherwise specified, any other worker engaged under the direct management of the City (for example, contractors, consultants, agency resources, labour hire and volunteers).

Definitions

Risk means the effect of uncertainty on objectives. An effect is a deviation from the expected and can therefore be positive or negative.

Risk Management means coordinated activities to direct and control an organisation with regard to risk.

Treatment is the process of selection and implementation of measures to modify risk.

Risk appetite means the amount and type of risk that an organisation is willing to pursue or retain.

Policy Statement

The City of Melville is committed to embedding a strategic, consistent and structured enterprise-wide approach to risk management that reflects the *Australian Standard on Risk Management ISO 31000:2018 – Risk management – Guidelines*. The organisational context and tools supporting this Standard are the Risk Management Framework and the Risk Management System Procedure.

The context and tools are the foundations for risk management within the City. The City is committed to making the necessary resources available to assist those accountable and responsible for managing risk. The consistent application of these tools will make a positive contribution towards the achievement of the City's corporate aims and objectives and maximise the opportunities to achieve its vision.

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Page 1 of 4



The Risk Management System Procedure and Risk Management Framework will apply best practice to the identification, evaluation, control and treatment of risks to acceptable risk tolerance levels and thus maximise risk opportunities in an effective manner. Reviews will be conducted biennially or in response to an event or change in circumstance.

Tolerance/Risk Appetite

Tolerance/Risk appetite is the amount and type of risk that an organisation is willing to pursue or retain. Once the risk appetite threshold has been breached, risk management controls and actions are required to bring the exposure level back within the accepted range.

The City will maintain a conservative approach to risk however, acknowledging that all risks cannot be avoided; the level of risk appetite that it tolerates is detailed in the table below:

Risk Rating	Risk Acceptance	Risk Acceptance Criteria
Extreme Risk	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented, managed by ELT and subject to monthly monitoring.
High Risk	Accept and Treat	Risk acceptable with excellent controls, managed by MLT and subject to quarterly monitoring.
Medium Risk	Accept and Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to annual monitoring.
Low Risk	Acceptable	Risk acceptable with adequate controls, managed by routine procedures.

In line with its conservative attitude to risk, the City will not accept risks that carry a high or extreme residual risk of any of the following events or circumstances occurring:

- a significant negative effect on the City's financial sustainability;
- an interruption to essential services that extends for more than one week;
- substantial public embarrassment;
- compromised safety or welfare of elected members, staff, contractors or members of the community;
- damage to relationships with a majority of, or significant, stakeholders; and
- a significant breach of legislative requirements and/or successful litigation against the City.

Risk management involves coordinated activities integrated into the culture and values of an organisation to direct and control the organisation to maximise opportunities and minimise adverse effects. The City's focus is on the identification and analysis of risk with appropriate application of treatment strategies with insurance then being used to protect against financial loss when the realisation of a risk results in costs being incurred.



Roles and Responsibilities

Specific responsibilities for risk management are:

- **Financial Management, Audit, Risk and Compliance Committee (FMARCC)**

Is responsible for:

- o oversee the performance of the City's management of risk and assess the adequacy of the City's systems and processes for managing risk; and
- o determine the appropriateness of the allocation of resources to treat known exposures.

- **Chief Executive Officer (CEO)**

Is responsible for:

- o determining the strategic direction and creating an environment for risk management to operate effectively;
- o determining the City's risk appetite/tolerance levels;
- o ensuring the risk management objectives are achieved;
- o ensuring the availability of resources and information necessary to support the operation and monitoring of the risk processes including risk capability development; and
- o reviewing and measuring the appropriateness and effectiveness of the City's systems and procedures in relation to risk management and support the implementation and resourcing of risk management process improvements;
- o reviewing any risks that are contrary to known policy, procedure, legislation and standards;
- o providing the transfer of untreated risks to insurance policies.

- **Executive Leadership Team (ELT)**

Is responsible for:

- o implementing the City's risk management processes including risk identification, assessment and treatment of risk in their respective directorates;
- o maintaining the directorate and other relevant risk profiles; and
- o ensuring all staff are aware of this policy and that relevant staff receive risk specific skills training to effectively implement risk management principles and processes.

- **Management Leadership Team (MLT)**

Is responsible for:

- o reporting regularly on risks, which includes the level of risk, control measures and treatment progress;
- o determine risk treatment strategies to address risks within their Service Areas;
- o create an environment for the promotion of effective risk management practices and to ensure staff manage risk within their own area of responsibility;
- o manage the implementation and integration of good risk management processes and structures within their own area of responsibility; and
- o follow corporate processes and guidelines for the management of risk.

- **Risk & Insurance Officer**

Is responsible for:

- o providing specific advice and support for those employees responsible for managing risk and for specifying all risk management training with the City;
- o supporting the development and implementation of risk management processes, ensuring a consistent approach is taken in the management of risk across the City;
- o report quarterly to the FMARCC; and



- **Internal Audit**

Is responsible for:

- o conducting periodic compliance reviews of the Risk Management Framework and this Policy; and
- o conducting periodic compliance reviews against specific risks in accordance with the approved annual Internal Audit Plan.

- **Employees, contractors, consultants, labour hire, volunteers and any other worker engaged under the direct management of the City**

Are responsible for:

- o identifying and managing risk within their workplace;
- o Informing their leadership team of any risks that are contrary to known policy, procedure, legislation and standards.

The roles and responsibilities are further defined in the Risk Management System Procedure SP-021.

Other References that may be applicable to this Policy

Legislative Requirements:	N/A Work Health and Safety Act 2020 Work Health and Safety (General) Regulations 2022
Delegated Authority:	N/A
Plan / Policy / Framework:	Risk Management Framework
Procedure:	SP-021 Risk Management Procedure Health, Safety and Environment Risk Management Directorate Procedure
Work Instructions / Process Maps:	N/A
Forms / Supporting Documents (internal):	N/A Risk Matrix Strategic Risk Register Operational Risk Register
Supporting Documents (external):	ISO 31000:2018 Risk management – Guidelines

Origin / Authority	Date	Item
Community and Technical Services	01/11/2005	
Reviews		
Ordinary Meeting of the Council	21/08/2007	
Ordinary Meeting of the Council (changed from Council to Operational Policy)	15/12/2009	
Executive Management Team	27/06/2013	
Executive Management Team	16/09/2015	
Ordinary Meeting of Council	17/05/2016	C16/5484
Ordinary Meeting of Council	19/06/2018	C18/5617
Executive Leadership Team	07/10/2020	
Financial Management Audit Risk Compliance	08/03/2021	C20/5791
Ordinary Meeting of Council	20/04/2021	C20/5825
Ordinary Meeting of Council	18/06/2024	

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Please refer to the City of Melville website (Public) or BMS (Internal) for the latest version.

Page 4 of 4



City of
Melville

**LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY**

**FOR THE PERIOD OF
APRIL 2024
PRESENTED TO THE
ORDINARY MEETING OF COUNCIL
TO BE HELD ON 18 JUNE 2024**

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
13359	A PLUS TRAINING SOLUTIONS PTY LTD			\$ 2,100.00
13359	External training courses	45412	E119666	\$ 2,100.00
19056	A_SPACE AUSTRALIA PTY LTD			\$ 6,600.00
19056	Playground equipment and maintenance	45394	E119470	\$ 6,600.00
17359	AARO GROUP PTY LTD			\$ 266,807.40
17359	Drainage services	45394	E119415	\$ 112,393.62
17359	Drainage services	45412	E119747	\$ 154,413.78
14888	ACTION GLASS & ALUMINIUM			\$ 8,029.25
14888	Glazing supplies and services	45412	E119689	\$ 8,029.25
12528	ADVAM PTY LTD			\$ 3,258.32
12528	Cash collection services	45394	E119322	\$ 3,258.32
15719	ADVANTEERING CIVIL ENGINEERS DB CUNNINGHAM PTY LTD T/AS			\$ 1,021,862.41
15719	Engineering consulting services - Mt Henry Jetty Reconstruction	45394	E119373	\$ 519,987.85
15719	Engineering consulting services - Mt Henry Jetty Reconstruction	45412	E119699	\$ 501,874.56
19048	ADVERTISING - MARKETFORCE SUBSIDIARY OF OMNICO			\$ 7,300.36
19048	Marketing and communication services	45394	E119468	\$ 178.50
19048	Marketing and communication services	45412	E119778	\$ 7,121.86
16138	AE HOSKINS BUILDING SERVICES THE TRUSTEE FOR M R HOSKINS FAMILY TRUST T/AS			\$ 171,313.35
16138	Building construction materials and services - Heathcote Roof	45394	E119381	\$ 171,313.35
16855	AIR LIQUIDE AUSTRALIA Limited			\$ 1,569.79
16855	Gas charges	45394	E119402	\$ 1,569.79
17444	AIR LIQUIDE HEALTHCARE PTY LTD			\$ 102.10
17444	Workplace health and safety services	45412	E119749	\$ 102.10
14538	AIREY TAYLOR CONSULTING AIREY TAYLOR PTY LTD T/AS			\$ 11,816.77
14538	Consulting services	45394	E119356	\$ 9,570.00
14538	Consulting services	45412	E119684	\$ 2,246.77

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
12330	ALINTA ENERGY ALINTA SALES PTY LTD T/AS			\$ 1,099.70
12330	Gas charges	45394	E119319	\$ 1,099.70
13350	ALL GARDENING SERVICES SCHNITTER, JOCHANAN SHANOAH T/AS			\$ 210.00
13350	Landscaping services and supplies	45394	E119337	\$ 210.00
18301	ALLCOM COMMUNICATIONS ALLCOM HOLDINGS (WA) PTY LIMITED T/AS			\$ 7,032.63
18301	Marketing and communication services	45394	E119449	\$ 7,032.63
13806	ALS LIBRARY SERVICES PTY LTD			\$ 1,961.48
13806	Library Expenses	45394	E119346	\$ 1,961.48
12755	AMBIUS RENTOKIL INITIAL RENTOKIL INITIAL PTY LTD T/AS			\$ 2,474.64
12755	Facilities management services	45394	E119327	\$ 766.57
12755	Facilities management services	45412	E119657	\$ 1,708.07
17052	AMPED DIGITAL AMPED IT PTY LTD T/AS			\$ 308.00
17052	Marketing materials and promotional items	45412	E119738	\$ 308.00
19130	ANDREW SCOTT GREEN COUNCILLOR			\$ 3,038.33
19130	Councillor expenses	45394	E119479	\$ 3,038.33
15333	AQUAMONIX PTY LTD			\$ 2,616.90
15333	Irrigation and watering systems	45394	E119366	\$ 2,616.90
16015	AQUATIC SERVICES WA PTY LTD			\$ 1,288.76
16015	Swimming pool costs	45394	E119378	\$ 1,288.76
19081	ARBOR CENTRE GROUP PTY LTD			\$ 9,240.00
19081	Environmental consultancy services	45412	E119780	\$ 9,240.00
17422	ARCHAE-AUS PTY LTD			\$ 12,902.45
17422	Consulting services	45394	E119417	\$ 12,902.45
13739	ART INSTALL LUMINARE PTY LTD T/AS			\$ 1,624.70

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
13739	Artists and artworks	45394	E119345	\$ 620.40
13739	Artists and artworks	45412	E119671	\$ 1,004.30
16360	ARTISTRALIA THE TRSUTEE FOR THE NORTHSTAR ASSET TRUST T/AS			\$ 440.00
16360	Promotional videos	45412	E119709	\$ 440.00
11150	ASB MARKETING PTY LTD			\$ 1,189.10
11150	Marketing materials and promotional items	45394	E119301	\$ 1,189.10
14313	ASPHALTECH PTY LTD			\$ 169,451.80
14313	Roads and paving supplies - asphalt and bitumen	45412	E119681	\$ 169,451.80
18833	ASPIRE PERFORMANCE TRAINING PTY LTD			\$ 28,985.00
18833	Training services	45394	E119463	\$ 8,965.00
18833	Training services	45412	E119773	\$ 20,020.00
13899	ATCO GAS AUSTRALIA ATCO GAS AUSTRALIA PTY LTD T/AS			\$ 6,912.69
13899	Gas Charges	45412	E119674	\$ 6,912.69
16797	ATTURRA BUSINESS APPLICATIONS GALAXY 42 PTY LTD T/AS			\$ 5,775.00
16797	Training and consulting services	45412	E119728	\$ 5,775.00
16724	AUSQ TRAINING THE TRUSTEE FOR AUSQ UNIT TRUST T/AS			\$ 1,260.00
16724	Training services	45394	E119397	\$ 840.00
16724	Training services	45412	E119725	\$ 420.00
19034	AUSSIE NATURAL SPRING WATER WEST COAST SPRING WATER PTY LTD T/AS			\$ 12.95
19034	Water bottle purchases	45394	E119467	\$ 12.95
15138	AUST WEST AUTO ELECTRICAL PTY LTD			\$ 5,450.39
15138	Vehicle Repairs and Maintenance	45394	E119364	\$ 4,981.73
15138	Vehicle Repairs and Maintenance	45412	E119691	\$ 468.66
13155	AUSTRAFFIC WA WATS MANAGEMENT PTY LTD T/AS			\$ 12,463.00
13155	Traffic Devices	45394	E119334	\$ 5,891.60
13155	Traffic Devices	45412	E119662	\$ 6,571.40

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
11523	AUSTRALIA POST PERTH			
11523	Postage	45412	E119649	\$ 5,354.86
14967	AUSTRALIAN GROWN THE TRUSTEE FOR THE MCKENNA FAMILY TRUST T/AS			
14967	Uniforms and corporate wardrobe	45412	E119690	\$ 141.90
11804	AUSTRALIAN HVAC SERVICES AUSTRALIAN HVAC SERVICES PTY LTD T/AS			
11804	Air conditioning maintenance and services	45394	E119314	\$ 4,013.85
11804	Air conditioning maintenance and services - MCC Upgrade	45412	E119650	\$ 257,099.39
10022	BAILEYS FERTILISERS AKC PTY LTD T/AS			
10022	Landscaping services and supplies	45412	E119621	\$ 7,161.00
17313	BARRA CIVIL AND FENCING PTY LTD THE TRUSTEE FOR BARRA CIVIL AND FENCING TRUST T/AS			
17313	Fencing supplies and services	45394	E119414	\$ 1,364.88
16510	BAY CONCRETE GRINDING KELEKE PTY LTD T/AS			
16510	Paving supplies and services	45394	E119391	\$ 11,935.00
15661	BEACON EQUIPMENT BEPASSEY NOMINEES PTY LTD T/AS			
15661	General hardware and tools	45394	E119372	\$ 5,467.40
15661	General hardware and tools	45412	E119697	\$ 552.65
12452	BEAUREPAIRES (MYAREE) GOODYEAR & DUNLOP TYRES (AUST) PTY LTD T/AS			
12452	Supply of tyres	45394	E119321	\$ 11,939.46
13098	BEE ADVICE NEWCOMBE, MICHAEL ROY T/AS			
13098	Bee Hive Management	45412	E119661	\$ 200.00
18027	BETTY JOY RICHARDS			
18027	Creative services and graphic design	45394	E119441	\$ 300.00
14466	BIBLIOTHECA AUSTRALIA PTY LTD			
14466	Comics Plus annual Renewal	45394	E119354	\$ 3,506.64

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
10027	BLACKWOODS J BLACKWOOD & SON PTY LTD T/AS			\$ 1,895.82
10027	General hardware and tools	45394	E119267	\$ 1,895.82
10187	BORAL CONSTRUCTION MATERIALS GROUP LTD			\$ 534.04
10187	Pavement construction and streetscape services	45394	E119275	\$ 534.04
19229	BOTANIC GARDENS & PARKS AUTHORITY			\$ 9,632.50
19229	Community events	45394	E119489	\$ 9,632.50
12988	BOWDEN TREE CONSULTANCY THE TRUSTEE FOR BOWDEN FAMILY TRUST T/AS			\$ 495.00
12988	Consulting services	45394	E119331	\$ 495.00
10399	BRITESHINE CLEANING SERVICES BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD T/AS			\$ 25,368.58
10399	Commercial cleaning	45394	E119282	\$ 23,388.58
10399	Commercial cleaning	45412	E119629	\$ 1,980.00
19210	BRODIE ABRAHAMS			\$ 50.00
19210	Entertainers	45412	E119792	\$ 50.00
16998	BROWNES DAIRY BROWNES FOODS OPERATIONS PTY LIMITED T/AS			\$ 673.80
16998	Staff supplies	45394	E119407	\$ 673.80
10137	BUCHER MUNICIPAL PTY LTD			\$ 1,076.09
10137	Engineering consulting services	45394	E119272	\$ 1,076.09
10004	BUILDING AND CONSTRUCTION INDUSTRIAL TRAINING BOARD			\$ 16,100.76
10004	Regulatory fees and government charges	45406	E119619	\$ 16,100.76
99995	BUILDING COMMISSION DEPARTMENT OF COMMERCE T/AS			\$ 44,547.67
99995	Regulatory fees and government charges	45406	E119620	\$ 44,547.67
10036	BUNNINGS GROUP LIMITED			\$ 6,344.76
10036	Building construction materials and services	45394	E119268	\$ 867.91
10036	Building construction materials and services	45412	E119622	\$ 5,476.85
18131	CABCHARGE PAYMENTS PTY LTD			\$ 0.65

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
18131	Taxis	45394	E119445	\$ 0.65
10965	CALIBRE PAINTING THE TRUSTEE FOR THE KIS TRUST T/AS			\$ 845.90
10965	Painting supplies and services	45394	E119292	\$ 845.90
18124	CARLA ADAMS ADAMS, CARLA MELITA			\$ 28.50
18124	Artists and artworks	45394	E119444	\$ 28.50
15663	CASTLEDEX PTY LTD			\$ 5,417.50
15663	Records management services	45412	E119698	\$ 5,417.50
18432	CATALYSE			\$ 46,912.80
18432	Surveyors - Well being survey	45394	E119454	\$ 46,912.80
15529	CHOICEONE PTY LTD			\$ 54,988.76
15529	Temporary labour	45394	E119369	\$ 25,395.24
15529	Temporary labour	45412	E119695	\$ 29,593.52
16215	CHS HEALTHCARE PTY LTD			\$ 874.50
16215	Community services and respite	45412	E119704	\$ 874.50
10287	CITY OF CANNING			\$ 1,995.60
10287	Use of Aquatic Facilities	45394	E119280	\$ 1,995.60
11277	CITY OF SOUTH PERTH			\$ 396.00
11277	Use of Animal Management Facilities	45394	E119306	\$ 396.00
11604	CIVIL SURVEY SOLUTIONS PTY LTD			\$ 44,352.00
11604	External training courses	45394	E119312	\$ 44,352.00
18599	CLASSIC HIRE MILTOM PTY LTD T/AS			\$ 6,085.57
18599	Event equipment hire	45394	E119457	\$ 5,124.90
18599	Event equipment hire	45405	E119595	\$ 960.67
17962	CLIVE ROSS COUNCILLOR			\$ 3,038.33
17962	Councillor expenses	45394	E119437	\$ 3,038.33

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
16922	CLPM PTY LTD			\$ 13,534.95
16922	Building construction materials and services	45412	E119735	\$ 13,534.95
10754	COCKBURN CEMENT LIMITED			\$ 803.22
10754	Building construction materials and services	45394	E119289	\$ 803.22
11083	COCKBURN PARTY HIRE THE TRUSTEE FOR L JEFFERY FAMILY TRUST T/AS			\$ 202.00
11083	Event equipment hire	45394	E119299	\$ 202.00
18107	COLE BAXTER PHOTOGRAPHY COLE BAXTER T/AS			\$ 605.00
18107	Photography	45394	E119443	\$ 605.00
19192	COMMERCIAL PEST MANAGEMENT SERVICES PTY LTD			\$ 780.00
19192	Pest & Weed Control	45394	E119483	\$ 780.00
17567	COMMON GROUND TRAILS PTY LTD			\$ 238,537.15
17567	Landscape design and architecture services - Pt Walter	45394	E119422	\$ 238,537.15
14528	COMMUNITY ARTS NETWORK OF WA (CANWA)			\$ 332,728.00
14528	Place Names Project Partnership	45394	E119355	\$ 332,728.00
17074	COMPLETE OFFICE SUPPLIES			\$ 23,085.40
17074	Stationery	45385	E119237	\$ 12,167.32
17074	Stationery	45412	E119740	\$ 10,918.08
11187	COMPLETE PEST MANAGEMENT SERVICES THE TRUSTEE FOR LAWRENCE FAMILY TRUST T/AS			\$ 567.00
11187	Pest & Weed Control	45394	E119303	\$ 567.00
13935	CONTRA-FLOW PTY LTD			\$ 87,814.76
13935	Traffic control services	45394	E119349	\$ 44,744.89
13935	Traffic control services	45412	E119676	\$ 43,069.87
19110	COOPER & OXLEY GROUP PTY LTD			\$ 803,467.04
19110	LeisureFit Booragoon Pool Refurbishment	45405	E119596	\$ 803,467.04

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17250	COUNTRY CLUB INTERNATIONAL PTY LTD			\$ 427.38
17250	Sport and recreation equipment	45394	E119412	\$ 427.38
16831	COVS GPC ASIA PACIFIC T/AS			\$ 6,783.66
16831	Plant purchase/Parts	45394	E119401	\$ 6,783.66
17859	CS LEGAL THE PIER GROUP PTY LTD T/AS			\$ 1,359.20
17859	Debt collection services	45394	E119435	\$ 1,359.20
14386	DA CHRISTIE PTY LTD			\$ 263.56
14386	Outdoor furniture and shades and exercise equipment	45394	E119352	\$ 263.56
17389	DAN MCCABE MCCABE, DANIEL T/AS			\$ 385.00
17389	Photography	45412	E119748	\$ 385.00
12131	DATA#3 LIMITED			\$ 3,027.78
12131	IT software/licensing and maintenance	45394	E119315	\$ 3,027.78
14051	DEPARTMENT OF FIRE AND EMERGENCY SERVICES			\$ 1,419,085.75
14051	Regulatory fees and government charges - ESL Remittance	45412	E119678	\$ 1,419,085.75
15874	DEPARTMENT OF LOCAL GOVERNMENT, SPORT & CULTURAL INDUSTRIES			\$ 182.50
15874	Sport and recreation subsidies	45394	E119375	\$ 182.50
11918	DEPARTMENT OF TRANSPORT WA			\$ 2,837.30
11918	Vehicle Searches	45412	E119651	\$ 2,837.30
18141	DETAIL MARKETING COMMUNICATIONS PTY LTD DETAIL MARKETING & COMMUNICATIONS PTY LTD T/AS			\$ 6,600.00
18141	Marketing and communication services	45412	E119761	\$ 6,600.00
18696	DIGITAL TRANSFORMATION AGENCY			\$ 26,700.00
18696	Telecommunication services - AWS-CoM-CY3 Commitment	45412	E119771	\$ 26,700.00
13653	DINT GOLF SOLUTIONS DINT AUSTRALIA PTY. LTD. T/AS			\$ 6,682.50
13653	Turf and Equipment	45394	E119342	\$ 6,682.50

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
16541	DONOVAN PAYNE ARCHITECTS (A)POD PTY LTD T/AS			\$ 12,176.64
16541	Architectural and design services	45405	E119593	\$ 12,176.64
16693	DOWSING GROUP PTY LTD			\$ 232,630.73
16693	Roads and paving supplies - quarry products and rubble	45394	E119395	\$ 20,983.09
16693	Roads and paving supplies - quarry products and rubble	45412	E119723	\$ 211,647.64
18474	DP STAMPALIA STAMPALIA, DARREN PHILLIP & DP EARTHMOVING WA T/AS			\$ 11,487.30
18474	Plant hire	45394	E119455	\$ 11,487.30
13309	DRAINFLOW SERVICES PTY LTD			\$ 86,589.25
13309	Drainage services	45394	E119335	\$ 74,984.25
13309	Drainage services	45412	E119665	\$ 11,605.00
14756	ECO RESOURCES PTY LTD THE TRUSTEE FOR THE M & S UNIT TRUST T/AS			\$ 22,356.39
14756	Landfill management services	45394	E119357	\$ 22,356.39
14891	ECOSPILL SOLUTIONS ECOSPILL PTY LTD T/AS			\$ 1,058.33
14891	Hazardous materials and sharps and chemical waste	45394	E119360	\$ 1,058.33
19101	ECOWHITE PTY LTD ECO-WHITE PTY LTD T/AS			\$ 8,021.20
19101	Electricity Infrastructure Maintenance or Installation	45394	E119473	\$ 783.20
19101	Electricity Infrastructure Maintenance or Installation	45412	E119784	\$ 7,238.00
16445	ELEMENT ADVISORY PTY LTD			\$ 242.00
16445	Architectural and design services	45412	E119711	\$ 242.00
16230	ELITE LOCK SERVICE PERTH SECURITY SOLUTIONS ATF SIMS FAMILY TRUST T/AS			\$ 3,133.22
16230	Locksmith supplies and services	45394	E119382	\$ 1,061.29
16230	Locksmith supplies and services	45412	E119705	\$ 2,071.93
19216	EMMA DAISY PHOTOGRAPHY STOKES, EMMA LOUISE T/AS			\$ 795.00
19216	Photography	45394	E119487	\$ 15.00
19216	Photography	45412	E119793	\$ 780.00
11380	EMSO MAINTENANCE CRAB CLAW HOLDINGS P/L ATF EMSO INVESTMENT TRUST T/AS			\$ 77,908.06

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
11380	Building construction materials and services	45394	E119308	\$ 36,408.44
11380	Building construction materials and services	45412	E119646	\$ 41,499.62
10091	ENGINE PROTECTION EQUIPMENT			\$ 1,311.06
10091	Repairs and Maintenance as required	45394	E119270	\$ 1,311.06
14541	ENVIRO SWEEP EWCS UNIT TRUST T/AS			\$ 1,089.00
14541	Street sweeping services	45412	E119685	\$ 1,089.00
19126	ENVIROLINE GROUP SEWERQUIP GROUP PTY LTD T/AS			\$ 124,426.69
19126	Pipes and fittings services - Sewerjet Ranger machinery	45394	E119476	\$ 124,426.69
17842	EPIC SIGNS EPIC SIGNS PTY LTD T/AS			\$ 29,005.90
17842	Signage and sign writing	45394	E119434	\$ 825.00
17842	Signage and sign writing	45412	E119757	\$ 28,180.90
16989	ESSENTIAL COFFEE PTY LTD			\$ 342.26
16989	Facilities management services	45394	E119406	\$ 342.26
17327	EV CHARGING SYSTEMS FOSTER'S SERVICES PTY LTD T/AS			\$ 1,384.96
17327	Electrical and lighting maintenance supplies and services	45412	E119745	\$ 1,384.96
16489	EXCEL KERBING PTY LTD TRUSTEE FOR EXCEL KERBING TRUST T/AS			\$ 902.00
16489	Roads and paving supplies - other	45394	E119390	\$ 902.00
10531	FEDEX EXPRESS AUSTRALIA PTY LTD			\$ 2,252.05
10531	Courier Services	45394	E119285	\$ 1,466.28
10531	Courier Services	45412	E119633	\$ 785.77
14774	FLEX FITNESS EQUIPMENT RUBY DISTRIBUTORS PTY LTD T/AS			\$ 2,056.00
14774	Sport and recreation equipment	45394	E119358	\$ 2,056.00
18338	FLEXI STAFF FLEXI STAFF GROUP PTY LTD			\$ 10,886.90
18338	Temporary labour	45394	E119451	\$ 8,583.44
18338	Temporary labour	45412	E119765	\$ 2,303.46

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17256	FOCUS CONSULTING WA PTY LTD			\$ 10,450.00
17256	Consulting services	45412	E119743	\$ 10,450.00
15369	FOXTEL			\$ 350.00
15369	Cloud services	45412	E119692	\$ 350.00
19204	FREMANTLE PA HIRE TARRANT, SIMON T/AS			\$ 6,053.08
19204	Entertainers	45394	E119485	\$ 5,772.58
19204	Entertainers	45412	E119791	\$ 280.50
13227	FULTON HOGAN INDUSTRIES PTY LTD			\$ 3,095.40
13227	Building construction materials and services	45412	E119663	\$ 3,095.40
13930	GAVIN PONTON COM EMPLOYEE			\$ 87.55
13930	Staff reimbursements	45412	E119675	\$ 87.55
18817	GENIVO PTY LTD T/AS SIGNWAVE BELMONT			\$ 904.06
18817	Landscape design and architecture services	45394	E119461	\$ 904.06
18243	GFG CONSULTING GLEN FLOOD GROUP PTY LTD T/AS			\$ 3,037.65
18243	Consulting services	45412	E119764	\$ 3,037.65
16824	GFG TEMP ASSIST GLENN FLOOD GROUP PTY LTD T/AS			\$ 69,412.20
16824	Temporary Labour Hire	45394	E119400	\$ 42,556.25
16824	Temporary Labour Hire	45412	E119730	\$ 26,855.95
13360	GHD WOODHEAD GHD PTY LET T/AS			\$ 18,024.36
13360	Engineering consulting services	45394	E119338	\$ 18,024.36
17017	GLYNIS BARBER COUNCILLOR			\$ 4,983.74
17017	Councillor expenses	45394	E119409	\$ 4,983.74
16874	GREENHOUSE DESIGN STUDIOS ASHLEY JANE GREENHOUGH T/AS			\$ 236.50
16874	Marketing and communication services	45394	E119403	\$ 99.00
16874	Marketing and communication services	45412	E119732	\$ 137.50

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
10102	GREENS HIAB SERVICES			\$ 594.00
10102	Vehicle/Trailer hire	45412	E119623	\$ 594.00
18896	GRILLEX PTY LTD			\$ 83,492.20
18896	Outdoor furniture and shades and exercise equipment	45412	E119775	\$ 83,492.20
19196	HARRY PIKE PIKE, HARRISON GEORGE T/AS			\$ 80.00
19196	Entertainers	45394	E119484	\$ 80.00
14312	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD			\$ 68,405.30
14312	Temporary labour	45394	E119351	\$ 26,067.33
14312	Temporary labour	45412	E119680	\$ 42,337.97
11642	HINDS SAND SUPPLIES			\$ 1,795.20
11642	Building construction materials and services	45394	E119313	\$ 1,795.20
18472	HOCKING HERITAGE AND ARCHITECTURE HOCKING PLANNING AND ARCHITECTURE T/AS			\$ 12,078.00
18472	Clock Tower Heritage Condition Report	45412	E119769	\$ 12,078.00
16705	HODGE COLLARD PRESTON ARCHITECTS HODGE COLLARD PRESTON UNIT TRUST T/AS			\$ 27,980.92
16705	Architectural and design services	45412	E119724	\$ 27,980.92
19015	HOLTY'S HIAB THE TRUSTEE FOR HOLT INVESTMENTS TRUST T/AS			\$ 1,320.00
19015	Truck hire	45394	E119466	\$ 1,320.00
15489	HORIZON WEST LANDSCAPE & IRRIGATION PTY LTD			\$ 56,492.81
15489	Irrigation and watering systems	45394	E119368	\$ 43,109.66
15489	Irrigation and watering systems	45412	E119694	\$ 13,383.15
16183	HUMAN SYNERGISTICS AUSTRALIA PTY LIMITED			\$ 1,287.00
16183	Consulting services	45412	E119703	\$ 1,287.00
18210	IESHA WYATT			\$ 1,860.00
18210	Artists and artworks	45394	E119447	\$ 1,860.00
17758	IMOGEN PALMER ART			\$ 500.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17758	Artists and artworks	45412	E119755	\$ 500.00
19212	INDIAN OCEAN CRAFT TRIENNIAL INC.			\$ 110.00
19212	Community events	45394	E119486	\$ 110.00
10114	INDUSTRIAL PROTECTIVE PRODUCTS (WA) JELLOR PTY LTD T/AS			\$ 2,173.28
10114	General hardware and tools	45394	E119271	\$ 653.85
10114	General hardware and tools	45412	E119624	\$ 1,519.43
16016	INDUSTRIAL RECRUITMENT PARTNERS IRP PTY LTD T/AS			\$ 6,314.22
16016	Temporary labour	45394	E119379	\$ 4,510.22
16016	Temporary labour	45412	E119702	\$ 1,804.00
16619	INFOR GLOBAL SOLUTIONS (ANZ) PTY LIMITED SUNSYSTEMS SOFTWARE T/AS			\$ 339,894.50
16619	IT technical services - Annual Licence renewal	45385	E119236	\$ 323,675.00
16619	IT technical services - Pathway Migration to Cloud	45412	E119719	\$ 16,219.50
10009	INITIAL HYGIENE SOLUTIONS RENTOKIL INITIAL PTY LTD T/AS			\$ 189.35
10009	Hygiene services	45394	E119266	\$ 189.35
16615	INSTANT TOILETS & SHOWERS INSTANT PRODUCTS HIRE T/AS			\$ 8,189.31
16615	Event equipment hire	45412	E119718	\$ 8,189.31
10236	INSTANT WINDSCREENS			\$ 330.00
10236	Vehicle Repairs and Maintenance	45412	E119627	\$ 330.00
14326	INTELIFE GROUP LIMITED			\$ 4,946.69
14326	Commercial cleaning	45412	E119682	\$ 4,946.69
10469	INTERSPORT ARMANDO SPORTS ARMANDO'S SPORTS UNIT TRUST T/AS			\$ 399.00
10469	Sport and recreation equipment	45394	E119284	\$ 399.00
12140	IRRIGATION AUSTRALIA LIMITED			\$ 2,087.50
12140	Certificate courses	45412	E119652	\$ 2,087.50
17417	IZZI VISUAL COMMUNICATION KRUGER, ISABEL T/AS			\$ 2,970.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17417	Creative services and graphic design	45394	E119416	\$ 2,970.00
13846	JACKSONS DRAWING SUPPLIES PTY LTD			\$ 1,299.50
13846	Office and workplace supplies	45394	E119347	\$ 1,299.50
15119	JANA BRADDOCK COM EMPLOYEE			\$ 78.75
15119	Staff reimbursements	45394	E119362	\$ 78.75
17967	JANE EDINGER COUNCILLOR			\$ 3,038.33
17967	Councillor expenses	45394	E119438	\$ 3,038.33
11406	JB HI FI COMMERCIAL JB HI-FI GROUP PTY LTD T/AS			\$ 4,062.00
11406	IT hardware	45394	E119309	\$ 960.00
11406	IT hardware	45412	E119647	\$ 3,102.00
18045	JENNIFER GAYE AGENCIES JERVIS, JENNIFER GAYE T/AS			\$ 3,500.00
18045	Artists and artworks	45412	E119760	\$ 3,500.00
17971	JENNIFER SPANBROEK COUNCILLOR			\$ 3,038.33
17971	Councillor expenses	45394	E119439	\$ 3,038.33
18546	JULUWARLU GROUP ABORIGINAL CORPORATION			\$ 297.00
18546	Artists and artworks	45394	E119456	\$ 297.00
16279	KAREN WHEATLAND COUNCILLOR			\$ 3,038.33
16279	Councillor expenses	45394	E119383	\$ 3,038.33
12898	KATHERINE MAIR COUNCILLOR			\$ 9,621.75
12898	Councillor expenses	45394	E119329	\$ 9,621.75
14781	KELYN TRAINING SERVICES LNLC PTY LTD T/AS			\$ 730.00
14781	External training courses	45412	E119688	\$ 730.00
16394	KENNARDS HIRE PTY LTD			\$ 3,105.60
16394	Event equipment hire	45394	E119388	\$ 600.00
16394	Event equipment hire	45412	E119710	\$ 2,505.60

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17555	KERBING WEST FREIGHT TRAIN (WA) PTY LTD T/AS			\$ 18,867.75
17555	Roads and paving supplies - concrete	45394	E119421	\$ 18,867.75
18818	KING UPHOLSTERY SERVICES KING, KEITH BRIAN T/AS			\$ 410.00
18818	Upholstery Furniture	45394	E119462	\$ 410.00
19146	KINTA THE TRUSTEE FOR KINTA TRUST T/AS			\$ 259.25
19146	Sport and recreation equipment	45394	E119481	\$ 259.25
16770	KLEENIT PTY LTD			\$ 8,071.31
16770	Graffiti removal services	45394	E119399	\$ 2,018.50
16770	Graffiti removal services	45412	E119727	\$ 6,052.81
17064	KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD			\$ 2,726.55
17064	Printers and multifunction devices	45412	E119739	\$ 2,726.55
18660	LA PALETA			\$ 347.60
18660	Food and beverages for resale	45394	E119458	\$ 347.60
17292	LAMINAR CAPITAL PTY. LTD			\$ 1,100.00
17292	Accounting and financial services	45394	E119413	\$ 550.00
17292	Accounting and financial services	45412	E119744	\$ 550.00
11115	LANDGATE WESTERN AUSTRALIA LAND INFORMATION AUTHORITY T/AS			\$ 2,744.19
11115	Regulatory fees and government charges	45394	E119300	\$ 1,171.83
11115	Regulatory fees and government charges	45412	E119642	\$ 1,572.36
13646	LANDSCAPE YARD O'CONNOR FROALO PTY LIMITED			\$ 70.00
13646	Landscape design and architecture services	45412	E119669	\$ 70.00
13809	LD TOTAL SANPOINT PTY LTD T/AS			\$ 47,557.44
13809	Bicton Substation Landscaping	45412	E119673	\$ 47,557.44
13716	LEARNING HORIZONS THE HELEN HARDCASTLE TRUST T/AS			\$ 19,250.00
13716	Training services	45394	E119344	\$ 19,250.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
16822	LED SIGNS PTY LTD			\$ 451.00
16822	Sport and recreation equipment	45412	E119729	\$ 451.00
10490	LGISWA			\$ 1,250.00
10490	Insurance premiums	45412	E119632	\$ 1,250.00
19137	LIGNA CONSTRUCTION EIGHTH ST PTY LTD T/AS			\$ 27,995.00
19137	Landscaping services and supplies	45412	E119786	\$ 27,995.00
11183	LIONS CLUB OF BULL CREEK INC			\$ 3,089.78
11183	Donations, Sponsorship & Contributions	45394	E119302	\$ 3,089.78
15475	LOCHNESS LANDSCAPE SERVICES LLS AUST. PTY LTD ATF THE LOCHNESS UNIT TRUST T/AS			\$ 3,481.74
15475	Landscaping services and supplies	45412	E119693	\$ 3,481.74
11343	M P ROGERS & ASSOCIATES PTY LTD			\$ 6,515.42
11343	Engineering consulting services	45394	E119307	\$ 6,515.42
10141	MAJOR MOTORS PTY LTD THE TRUSTEE FOR MAJOR MOTORS UNIT TRUST T/AS			\$ 143,342.23
10141	Light truck - Vehicle purchase - Isuzu	45394	E119273	\$ 140,855.83
10141	Repairs and parts as required	45412	E119625	\$ 2,486.40
16037	MARQUEE MAGIC TUTAKI UNIT TRUST T/AS			\$ 6,830.00
16037	Event equipment hire	45394	E119380	\$ 6,830.00
16886	MARSHALL BEATTIE AUTOMATION MARSHALL BEATTIE PTY LTD T/AS			\$ 918.78
16886	Vehicle Repairs and Maintenance	45394	E119405	\$ 918.78
15232	MATTHEW WOODALL COUNCILLOR			\$ 3,038.33
15232	Councillor expenses	45394	E119365	\$ 3,038.33
12678	MAXWELL AND ROBINSON AND PHELPS THE TRUSTEE FOR TEEKMAR FAMILY TRUST T/AS			\$ 234.47
12678	Pest & Weed Control	45394	E119326	\$ 234.47
11270	MCLEODS BARRISTERS & SOLICITORS BECKETT, DOUGLAS, GILLET, GRGICH, MCLEOD & OTHERS T/AS			\$ 10,437.45

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
11270	Legal and conveyancing services	45394	E119305	\$ 2,237.40
11270	Legal and conveyancing services	45412	E119645	\$ 8,200.05
16751	MEGA MUSIC AUSTRALIA PTY LTD THE TRUSTEE FOR THE K V FAMILY TRUST T/AS			\$ 3,916.00
16751	AV equipment and cameras	45394	E119398	\$ 3,916.00
11060	MELVILLE CARES			\$ 4,829.00
11060	Donations, Sponsorship & Contributions	45412	E119641	\$ 4,829.00
12548	MELVILLE GLADES GOLF CLUB			\$ 910.00
12548	Turf and Equipment	45394	E119323	\$ 910.00
16638	MELVILLE TOYOTA SERVO AUSTRALIA MELVILLE PTY LTD T/AS			\$ 916.65
16638	Repairs and parts as required	45394	E119394	\$ 556.78
16638	Repairs and parts as required	45412	E119720	\$ 359.87
19166	MESSAGENET BY SINCH MESSAGEMEDIA MESSAGE4U PTY LTD			\$ 110.55
19166	IT and telecommunications expenses	45412	E119789	\$ 110.55
18399	MICHAEL O'ROURKE			\$ 150.00
18399	Entertainers	45412	E119768	\$ 150.00
17686	MIDLAND BRICK PTY LTD			\$ 42,756.61
17686	Building construction materials and services	45405	E119594	\$ 42,756.61
19054	MIDLAND MINI CRETE HIGGO NOMINEES PTY LTD T/AS			\$ 8,119.20
19054	Roads and paving supplies - concrete	45394	E119469	\$ 3,384.20
19054	Roads and paving supplies - concrete	45412	E119779	\$ 4,735.00
11480	MILES NOEL NOEL, MILES FELIX T/AS			\$ 968.00
11480	Photography	45394	E119310	\$ 968.00
18969	MILLIYAAN ABORIGINAL SERVICES YARRAN, CYRIL T/AS			\$ 1,097.25
18969	Artists and artworks	45412	E119776	\$ 1,097.25
12865	MMM WA PTY LTD			\$ 45,765.72

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
12865	Building construction materials and services	45394	E119328	\$ 38,404.63
12865	Building construction materials and services	45412	E119658	\$ 7,361.09
19018	MODUS AUSTRALIA LANDMARK ENGINEERING & DESIGN PTY LTD T/AS			\$ 34,456.40
19018	Building construction materials and services	45412	E119777	\$ 34,456.40
17462	MONAGHAN SURVEYING JOHN TIMOTHY MONAGHAN T/AS			\$ 1,580.00
17462	Surveyors	45412	E119750	\$ 1,580.00
15363	MOWMASTER TURF EQUIPMENT THE TRUSTEE FOR THE D & S HARRISON FAMILY TRUST T/AS			\$ 3,569.50
15363	Turf and Equipment	45394	E119367	\$ 3,569.50
10259	MYAREE CAR HIRE DAVIOT SC & SL PTY LTD T/AS			\$ 145.20
10259	Car Hire	45412	E119628	\$ 145.20
10866	MYRIAD IMAGES THE TRUSTEE FOR MYRIAD IMAGES TRUST T/AS			\$ 2,618.00
10866	Creative services and graphic design	45394	E119290	\$ 2,464.00
10866	Creative services and graphic design	45412	E119637	\$ 154.00
17940	NATURAL AREA CONSULTING MANAGEMENT SERVICES NATUURAL AREA HOLDINGS PTY LTD			\$ 156,909.59
17940	Bush regeneration	45394	E119436	\$ 18,801.40
17940	Bush regeneration	45412	E119759	\$ 138,108.19
18671	NEIGHBOURHOOD PRESS SJ ALEXANDER & N MIRONOV T/AS			\$ 1,500.00
18671	Outsourced printing	45394	E119459	\$ 1,500.00
16698	NEVILLE JOSEPH COLLARD			\$ 500.00
16698	Community events	45394	E119396	\$ 500.00
12969	NICOLE ROBINS COUNCILLOR			\$ 3,038.33
12969	Councillor expenses	45394	E119330	\$ 3,038.33
16515	NON-ADVERTISING MARKETFORCE PTY LTD			\$ 4,112.52
16515	Advertising and media buy	45412	E119713	\$ 4,112.52
17658	NORDA ARCHITECTS PTY LTD NORDA ARCHITECTS PTY LTD T/AS			\$ 7,320.50

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17658	Architectural and design services	45394	E119428	\$ 2,585.00
17658	Architectural and design services	45412	E119754	\$ 4,735.50
18649	NORMAN DISNEY & YOUNG NDY MANAGEMENT PTY LTD T/AS			\$ 1,430.00
18649	Engineering consulting services	45412	E119770	\$ 1,430.00
13408	NORTHLAKE ELECTRICAL PTY LTD NORTH LAKE ELECTRICAL PTY LTD T/AS			\$ 65,116.47
13408	Electrical and lighting maintenance supplies and services	45394	E119339	\$ 12,251.62
13408	Electrical and lighting maintenance supplies and services	45412	E119667	\$ 52,864.85
15866	NRP ELECTRICAL SERVICES			\$ 2,772.00
15866	Electrical and lighting maintenance supplies and services	45394	E119374	\$ 1,248.50
15866	Electrical and lighting maintenance supplies and services	45412	E119700	\$ 1,523.50
17336	NUTRIEN AG SOLUTIONS LIMITED LANDMARK OPERATIONS LIMITED T/AS			\$ 736.67
17336	Landscaping services and supplies	45412	E119746	\$ 736.67
11020	NUTRIEN WATER TOTAL EDEN PTY LIMITED T/AS			\$ 61,994.99
11020	Irrigation and watering systems	45394	E119297	\$ 52,789.00
11020	Irrigation and watering systems	45412	E119640	\$ 9,205.99
10607	OFFICE OF STATE REVENUE DEPARTMENT OF FINANCE T/AS			\$ 84.34
10607	Regulatory fees and government charges	45412	E119634	\$ 84.34
17543	ON TAP PLUMBING & GAS PTY LTD			\$ 46,678.78
17543	Plumbing maintenance supplies and services	45394	E119420	\$ 13,085.04
17543	Plumbing maintenance supplies and services	45412	E119752	\$ 33,593.74
17795	OPEN HANDS CREATIVE SCHAAFSMA, MORGAN T/AS			\$ 1,250.00
17795	Artists and artworks	45394	E119431	\$ 1,250.00
10278	OPTUS BILLING SERVICES PTY LIMITED			\$ 6,348.00
10278	Mobile phone expenses	45394	E119279	\$ 6,348.00
17828	OTIUM PLANNING GROUP PTY LTD			\$ 11,396.00
17828	Other consulting services	45394	E119433	\$ 11,396.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
10181	P&G BODY BUILDERS P & G BODY BUILDERS PTY LTD T/AS			\$ 41,327.00
10181	Custom Design Agriculture Trailers	45394	E119274	\$ 40,144.50
10181	Repairs and parts as required	45412	E119626	\$ 1,182.50
12629	PAPERBARK TECHNOLOGIES PTY LTD			\$ 4,445.00
12629	Nursery supplies	45394	E119324	\$ 2,050.00
12629	Nursery supplies	45412	E119655	\$ 2,395.00
16488	PARAMOUNT SECURITY SERVICES SILVERBACK ENTERPRISES PTY LTD T/AS			\$ 484.00
16488	Security services	45394	E119389	\$ 484.00
19175	PATRICK SIMS SIMS, PATRICK JAMES T/AS			\$ 550.00
19175	Architectural and design services	45412	E119790	\$ 550.00
10082	PENSKE POWER SYSTEMS PTY LTD			\$ 5,592.14
10082	Vehicle Repairs and Maintenance	45394	E119269	\$ 5,592.14
18339	PEOPLESense BY ALTIUS PEOPLESense PTY LTS T/AS			\$ 7,744.80
18339	Workplace health and safety services	45394	E119452	\$ 626.08
18339	Workplace health and safety services	45412	E119766	\$ 7,118.72
13681	PERFEKT PTY LTD THE TRUSTEE FOR BERTRIKA TRUST & OTHERS T/AS			\$ 5,087.50
13681	IT technical services	45412	E119670	\$ 5,087.50
13135	PERTH AIRPORTS MUNICIPALITIES GROUP INC			\$ 500.00
13135	Membership renewal	45394	E119333	\$ 500.00
11019	PERTH AUTO ALLIANCE PTY LTD			\$ 249.65
11019	Repairs and parts as required	45394	E119296	\$ 213.40
11019	Repairs and parts as required	45412	E119639	\$ 36.25
16305	PERTH ENERGY PTY LTD			\$ 4,009.51
16305	Gas	45394	E119385	\$ 3,030.08
16305	Gas	45412	E119707	\$ 979.43

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
19013	PERTH MATTRESS & FURNITURE RECYCLING COMPANY SC GREIG & SM GREIG T/AS			\$ 11,418.00
19013	Waste collection and disposal	45394	E119465	\$ 11,418.00
19266	PHARMACY 777 CANNING BRIDGE THE TRUSTEE FOR ANDRYSIAK PHARMACY TRUST & THE TRUSTEE FOR C			\$ 17,096.68
19266	Community events	45412	E119796	\$ 17,096.68
19149	PHASE 3 MAINTENANCE PTY LTD			\$ 3,588.20
19149	Landscape design and architecture services	45412	E119787	\$ 3,588.20
11079	PIRTEK (FREMANTLE) PTY LTD			\$ 2,047.34
11079	Pipes and fittings services	45394	E119298	\$ 2,047.34
10413	PLANTECH GROUNDS MAINTENANCE ATF BRANDON PROPERTY TRUST T/AS			\$ 1,305.08
10413	Park maintenance charges	45412	E119630	\$ 1,305.08
16598	PLAY CHECK THE REEDY FAMILY HYBRID DESCRETIONARY TRUST T/AS			\$ 2,365.00
16598	Playground inspections	45412	E119715	\$ 2,365.00
17845	POLYWELD TECH PTY LTD			\$ 585.00
17845	Training services	45412	E119758	\$ 585.00
10461	PORTER CONSULTING ENGINEERS THE TRUSTEE FOR THE CONSULTING ENGINEERING UNIT TRUST T/AS			\$ 5,720.00
10461	Engineering consulting services	45394	E119283	\$ 4,620.00
10461	Engineering consulting services	45412	E119631	\$ 1,100.00
16558	PROFESSIONAL SEARCH GROUP AUSTRALIA - PSG PROFESSIONAL SEARCH GROUP PTY LTD T/AS			\$ 16,081.05
16558	Temporary labour	45412	E119714	\$ 16,081.05
15591	PUMPS AUSTRALIA PTY LTD			\$ 143.00
15591	Water meters and backflow equipment and services	45394	E119370	\$ 143.00
13693	QED ENVIRONMENTAL SERVICES PTY LTD			\$ 3,168.00
13693	Environmental consultancy services	45394	E119343	\$ 3,168.00
10977	QUALITY PRESS THE TRUSTEE FOR ALBA UNIT TRUST T/AS			\$ 763.40
10977	Outsourced printing	45394	E119293	\$ 763.40

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
16280	QUANTUM BUILDING SERVICES PTY LTD			\$ 19,162.73
16280	Roofing services	45394	E119384	\$ 8,934.20
16280	Roofing services	45412	E119706	\$ 10,228.53
17681	R.L CROSS & C.R FRAME			\$ 350.00
17681	Consulting services	45394	E119429	\$ 350.00
17236	RAWLINSONS (W.A) RAWLINSON ROBERTS & PARTNERS UNITRUST T/AS			\$ 1,698.13
17236	Surveyors	45394	E119411	\$ 1,698.13
14877	RAZ MEDIA THE TRUSTEE FOR RAZ FAMILY TRUST T/AS			\$ 5,324.00
14877	Creative services and graphic design	45394	E119359	\$ 5,324.00
19109	REDIMED PTY LTD			\$ 379.50
19109	Medical expenses	45394	E119474	\$ 379.50
17445	REINO INTERNATIONAL PTY LIMITED			\$ 10,783.87
17445	Parking meters	45394	E119418	\$ 10,783.87
12203	RESOURCE RECOVERY GROUP			\$ 449,116.39
12203	Waste expenses	45394	E119316	\$ 107,453.28
12203	Waste expenses	45412	E119653	\$ 341,663.11
10234	RICHGRO GARDEN PRODUCTS A RICHARDS PTY LTD T/AS			\$ 1,582.25
10234	Landscape design and architecture services	45394	E119278	\$ 1,582.25
10703	RICOH AUSTRALIA PTY LTD			\$ 47.27
10703	IT and telecommunications expenses	45394	E119288	\$ 47.27
17081	RISKWEST PTY LTD THE TRUSTEE FOR RISKWEST UNIT TRUST T/AS			\$ 3,630.00
17081	Business and management consulting and services	45412	E119742	\$ 3,630.00
19217	ROBERT WALTERS ROBERT WALTERS PTY LTD T/AS			\$ 6,607.65
19217	Recruitment expenses	45394	E119488	\$ 4,405.10
19217	Recruitment expenses	45412	E119794	\$ 2,202.55

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17535	ROSMECH SALES & SERVICES PTY LTD			\$ 2,089.36
17535	Repairs and parts as required	45394	E119419	\$ 2,089.36
11532	ROYAL LIFE SAVING SOCIETY WA INC			\$ 500.00
11532	Community events	45394	E119311	\$ 500.00
14657	RTKNET WEST GPS-TREK PTY LTD T/AS			\$ 4,400.00
14657	Subscriptions	45412	E119687	\$ 4,400.00
17079	SANNY ANG SANNYS ORIGAMI CHIN SAN ANG T/AS			\$ 198.00
17079	Entertainers	45412	E119741	\$ 198.00
10615	SATELLITE SECURITY SERVICES			\$ 6,592.42
10615	Security systems/Monitoring	45394	E119286	\$ 2,417.48
10615	Security systems/Monitoring	45412	E119635	\$ 4,174.94
10911	SCOTT PRINTERS PTY LTD			\$ 1,345.30
10911	Outsourced printing	45394	E119291	\$ 847.00
10911	Outsourced printing	45412	E119638	\$ 498.30
16677	SECURITY MANAGMENT AUSTRALASIA PTY LTD			\$ 148.50
16677	Security systems/Monitoring	45412	E119721	\$ 148.50
18231	SHARON CALGARET			\$ 600.00
18231	Consulting services	45394	E119448	\$ 300.00
18231	Consulting services	45412	E119763	\$ 300.00
16447	SIGMA CHEMICALS CROMAG PTY LTD T/AS			\$ 1,567.50
16447	Water chemicals	45412	E119712	\$ 1,567.50
15122	SIGNATURE PAVING AND EARTHWORKS PTY LTD			\$ 95,054.03
15122	Building construction materials and services - The Strand Applecross	45394	E119363	\$ 95,054.03
18872	SOLAIR GROUP SOLAIR GROUP PTY LTD T/AS			\$ 35,281.04
18872	Water treatment services - Irrigation Aeration Pump	45412	E119774	\$ 35,281.04

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
14391	SOLUTION 4 BUILDING PTY LTD			\$ 250,138.32
14391	Melville Reserve Changerooms Refurbishment	45412	E119683	\$ 250,138.32
17595	SONIC HEALTHPLUS SONIC HEALTHPLUS PTY LTD			\$ 3,972.10
17595	Medical expenses	45394	E119424	\$ 3,972.10
19139	SOO JEONG HONG COUNCILLOR			\$ 3,038.33
19139	Councillor expenses	45394	E119480	\$ 3,038.33
15606	SOUTH METROPOLITAN TAFE			\$ 88.20
15606	External training courses	45394	E119371	\$ 88.20
13969	SPANDEX ASIA PACIFIC PTY LTD			\$ 2,044.13
13969	Signage and sign writing	45412	E119677	\$ 2,044.13
11220	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD			\$ 442.10
11220	External training courses	45394	E119304	\$ 272.10
11220	External training courses	45412	E119644	\$ 170.00
17808	STANTEC AUSTRALIA PTY LTD			\$ 8,721.90
17808	Creative services and graphic design	45394	E119432	\$ 3,627.80
17808	Creative services and graphic design	45412	E119756	\$ 5,094.10
11472	STILES ELECTRICAL & COMMUNICATION SERVICES STILES ELECTRICAL & COMMUNICATION SERVICES PTY LTD T/AS			\$ 37,643.15
11472	Electrical and lighting maintenance supplies and services	45412	E119648	\$ 37,643.15
16730	STORMBOX THE DAVIES FAMILY TRUST & THE MICHAEL BOSIC FAMILY TRUST T/A			\$ 2,576.20
16730	Advertising and media buy	45412	E119726	\$ 2,576.20
17635	STRATAGREEN STRATA CORPORATION PTY LTD T/AS			\$ 288.02
17635	Landscaping services and supplies	45394	E119425	\$ 288.02
17699	STUDIO HOLLENSTEIN STUDIO HOLLENSTEIN PTY LTD T/AS			\$ 51,788.00
17699	Architectural and design services - Canning Bridge Library	45394	E119430	\$ 51,788.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
14408	SUNLIM PTY LTD			\$ 28,809.00
14408	IT technical services	45394	E119353	\$ 28,809.00
15875	SUPERCRAVE SERVICE PARTS & TRAINING PTY LTD			\$ 506.00
15875	Plant maintenance	45394	E119376	\$ 506.00
13539	SUPERIOR PAK PTY LTD			\$ 5,782.79
13539	Repairs and parts as required	45394	E119341	\$ 5,782.79
11015	SUSSEX INDUSTRIES HALKOT PTY LTD T/AS			\$ 484.00
11015	Surveyors	45394	E119295	\$ 484.00
19112	SWAN TAXIS PTY LTD			\$ 1,786.51
19112	Taxis	45394	E119475	\$ 1,786.51
16605	SYNERGY ELECTRICITY GENERATION & RETAIL CORPORATION T/AS			\$ 353,961.40
16605	Electricity	45394	E119393	\$ 244,281.76
16605	Electricity	45412	E119717	\$ 109,679.64
18756	TANGO INFORMATION TECHNOLOGY PTY			\$ 13,442.00
18756	IT project management and consultancy	45394	E119460	\$ 6,006.00
18756	IT project management and consultancy	45412	E119772	\$ 7,436.00
18021	TASHI HALL HALL, TASHI ANNE T/AS			\$ 250.00
18021	Photography	45394	E119440	\$ 250.00
16881	TASTY FRESH PTY LTD			\$ 298.20
16881	Food and beverages for resale	45394	E119404	\$ 247.80
16881	Food and beverages for resale	45412	E119733	\$ 50.40
18917	TEAM GLOBAL EXPRESS PTY LTD			\$ 73.38
18917	Couriers	45385	E119238	\$ 73.38
16341	TECHNOGYM AUSTRALIA PTY LTD			\$ 353.38
16341	Sport and recreation equipment	45394	E119387	\$ 353.38

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
17523	TELSTRA - MELBOURNE TELSTRA CORPORATION LIMITED T/AS			\$ 4,820.52
17523	Mobile phone expenses	45412	E119751	\$ 4,820.52
18393	TENDER IS THE NIGHT LOUIS AND THE HONKYTONK T/AS			\$ 1,000.00
18393	Entertainers	45412	E119767	\$ 1,000.00
16307	TENDERLINK.COM ILLION AUSTRALIA PTY T/AS			\$ 917.40
16307	Advertising and media buy	45412	E119708	\$ 917.40
15651	TENNIS EXCELLENCE THE TRUSTEE FOR D & M SEWELL FAMILY TRUST T/AS			\$ 300.00
15651	Sport and recreation subsidies	45412	E119696	\$ 300.00
19128	TERRENCE TECK SUN LEE COUNCILLOR			\$ 3,038.33
19128	Councillor expenses	45394	E119477	\$ 3,038.33
10996	THE DANCE COLLECTIVE THE TRUSTEE FOR THE TDC TRUST T/AS			\$ 300.00
10996	Entertainers	45394	E119294	\$ 300.00
12268	THE LAWN CARE MAN THE TRUSTEE FOR THE WATSON FAMILY TRUST T/AS			\$ 11,968.00
12268	Park maintenance charges	45394	E119317	\$ 11,968.00
18311	THE TRUSTEE FOR GPS GEO GUARD TRUST			\$ 3,049.20
18311	Security services	45394	E119450	\$ 3,049.20
13285	TLS PRODUCTIONS PTY LTD			\$ 8,176.12
13285	Event equipment hire	45412	E119664	\$ 8,176.12
17007	TOMAS FITZGERALD COUNCILLOR			\$ 3,038.33
17007	Councillor expenses	45394	E119408	\$ 3,038.33
13917	TOTAL GREEN RECYCLING PTY LTD			\$ 1,200.65
13917	General recycling	45394	E119348	\$ 1,200.65
19099	TOTAL TOOLS O'CONNOR TOOLCO PTY LTD T/AS			\$ 732.40
19099	General hardware and tools	45394	E119472	\$ 732.40

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
12663	TOTALLY WORKWEAR FREMANTLE THE TRUSTEE FOR OMAC UNIT TRUST T/AS			\$ 4,214.98
12663	Uniforms and corporate wardrobe	45394	E119325	\$ 2,204.51
12663	Uniforms and corporate wardrobe	45412	E119656	\$ 2,010.47
18151	TOVA CALGARET			\$ 600.00
18151	Community events	45394	E119446	\$ 300.00
18151	Community events	45412	E119762	\$ 300.00
16898	TOWN TEAM MOVEMENT LTD			\$ 1,980.00
16898	Conference fees	45412	E119734	\$ 1,980.00
10214	T-QUIP TURF EQUIPMENT SOLUTIONS TOCOJEP PTY LTD T/AS			\$ 997.30
10214	Turf and Equipment	45394	E119276	\$ 997.30
17037	TREE CARE WA WESTWORKS GROUP PTY LTD AFT USSHERIDAN TRUST T/AS			\$ 182,421.67
17037	Arborists and tree services	45394	E119410	\$ 86,986.86
17037	Arborists and tree services	45412	E119737	\$ 95,434.81
14158	TRITON ELECTRICAL CONTRACTORS PTY LTD			\$ 2,911.70
14158	Electrical and lighting maintenance supplies and services	45394	E119350	\$ 165.00
14158	Electrical and lighting maintenance supplies and services	45412	E119679	\$ 2,746.70
19256	TROY PARK SPORTING ASSOCIATION			\$ 52,653.00
19256	Street/Car Park Lighting Infrastructure	45412	E119795	\$ 52,653.00
17588	TRUCK CENTRE WA PTY LTD			\$ 5,419.87
17588	Repairs and parts as required	45394	E119423	\$ 2,181.09
17588	Repairs and parts as required	45412	E119753	\$ 3,238.78
19103	TUCKER BUSH AUSTRALIA PTY LTD			\$ 440.00
19103	Nursery supplies	45412	E119785	\$ 440.00
18078	TYRECYCLE PTY LTD			\$ 1,369.03
18078	Tyres	45394	E119442	\$ 1,369.03
14960	ULTIMO CATERING & EVENTS PTY LTD			\$ 10,260.70

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
14960	Catering services and supplies	45394	E119361	\$ 10,260.70
14629	UNICARE HEALTH			\$ 716.32
14629	Community services and respite	45412	E119686	\$ 716.32
13425	UNICORN GROUP AUSTRALIA PTY LTD			\$ 3,981.00
13425	Install Tray Toolbox	45412	E119668	\$ 3,981.00
19164	UNITING GLOBAL PTY LTD			\$ 26,954.29
19164	Commercial cleaning	45412	E119788	\$ 26,954.29
19087	VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD			\$ 9,162.56
19087	General recycling	45412	E119781	\$ 9,162.56
17644	VISIMAX BUCCI HOLDINGS PTY LTD T/AS			\$ 128.98
17644	Lifting and height and other safety apparatus	45394	E119427	\$ 128.98
19089	VISION INTELLIGENCE VISION INTELLIGENCE PTY LTD T/AS			\$ 4,018.14
19089	Security systems/Monitoring	45394	E119471	\$ 1,560.30
19089	Security systems/Monitoring	45412	E119782	\$ 2,457.84
16683	VOCUS PTY LTD T/AS VOCUS COMMUNICATIONS			\$ 8,001.38
16683	Data cabling services	45412	E119722	\$ 8,001.38
18364	WA FIRE PTY LTD			\$ 9,438.00
18364	Training services	45394	E119453	\$ 9,438.00
13325	WA HINO SALES & SERVICE THE TRUSTEE FOR TRUCK UNIT TRUST T/AS			\$ 1,582.37
13325	Trucks - Repairs and Maintenance as required	45394	E119336	\$ 1,582.37
12334	WATER CORPORATION			\$ 76,656.81
12334	Hydro	45394	E119320	\$ 22,584.98
12334	Hydro	45412	E119654	\$ 54,071.83
11195	WATTLEUP TRACTORS NANCY & SUSAN P ZUVELA T/AS			\$ 1,109.79
11195	Plant maintenance	45412	E119643	\$ 1,109.79

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
13473	WC CONVENIENCE MANAGEMENT PTY LIMITED			\$ 1,945.54
13473	Other maintenance and services	45394	E119340	\$ 1,945.54
19181	WCP CIVIL PTY LTD			\$ 378,028.75
19181	Supply and lay Asphalt	45394	E119482	\$ 133,778.45
19181	Supply and lay Asphalt	45405	E119597	\$ 244,250.30
10674	WEST COAST TURF SARATOGA HOLDINGS PTY LTD ATF THE JPD TRUST T/AS			\$ 18,098.08
10674	Turf and Equipment	45394	E119287	\$ 3,289.00
10674	Turf and Equipment	45412	E119636	\$ 14,809.08
13112	WEST COAST WATERFILTER MAN			\$ 1,815.00
13112	Catering services and supplies	45394	E119332	\$ 1,815.00
16873	WESTERN AUSTRALIA POLICE			\$ 272.00
16873	HR and workforce services	45412	E119731	\$ 272.00
12319	WESTERN AUSTRALIAN LOCAL GOV ASSOC			\$ 2,706.00
12319	Local Government	45394	E119318	\$ 2,706.00
10311	WESTERN POWER ELECTRICITY NETWORKS CORPORATION T/AS			\$ 18,670.01
10311	Electricity	45394	E119281	\$ 18,670.01
13782	WEST-SURE GROUP			\$ 886.42
13782	Parking meters	45412	E119672	\$ 886.42
16956	WINENERGY WINCONNECT PTY LTD T/AS			\$ 118.99
16956	Electricity	45412	E119736	\$ 118.99
13080	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD			\$ 14,762.88
13080	Landscaping services and supplies	45412	E119660	\$ 14,762.88
10225	WORK CLOBBER WORKCLOBBER TRUST & LINDAL FAMILY TRUST T/AS			\$ 501.31
10225	Uniforms and corporate wardrobe	45394	E119277	\$ 501.31

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference	Payment Amount
18974	WORK HEALTH PROFESSIONALS PTY LTD				\$ 217.80
18974	Workplace health and safety services		45394	E119464	\$ 217.80
15880	WORLDWIDE EAST PERTH CRYSTAL PRINTING SOLUTIONS PTY LTD T/AS				\$ 362.00
15880	Outsourced printing		45394	E119377	\$ 182.00
15880	Outsourced printing		45412	E119701	\$ 180.00
16328	WORMALD AUSTRALIA PTY LTD				\$ 1,919.93
16328	Fire equipment and maintenance services		45394	E119386	\$ 1,919.93
16603	WRIGHTS HEAVY RECOVERY SC & KM WRIGHT T/AS				\$ 9,570.00
16603	recovery of City of Melville Vehicles		45394	E119392	\$ 7,920.00
16603	recovery of City of Melville Vehicles		45412	E119716	\$ 1,650.00
17639	WRITTEN AND ILLUSTRATED PTY LTD				\$ 33,132.00
17639	Canning Bridge Mural Project		45394	E119426	\$ 33,132.00
19090	YABINI KICKETT MCDOWELL, ESTHER MARY T/AS				\$ 250.00
19090	Artists and artworks		45412	E119783	\$ 250.00
19129	ZHI HOONG LIM COUNCILLOR				\$ 3,038.33
19129	Councillor expenses		45394	E119478	\$ 3,038.33
13023	ZIRCODATA PTY LTD				\$ 2,747.81
13023	Document storage and archive		45412	E119659	\$ 2,747.81
99996	SUNDRY TRUST CREDITOR				\$ 91,100.00
99996	Mr A Zubac	Verge Bond Refund	45393	E119239	\$ 1,900.00
99996	Mr A Zubac	Verge Bond Refund	45393	E119240	\$ 1,900.00
99996	Mr N D Lucken	Verge Bond Refund	45393	E119241	\$ 1,900.00
99996	Ventura Home Group Pty Ltd	Verge Bond Refund	45393	E119242	\$ 1,900.00
99996	Barratt Construction & Development (WA)	Verge Bond Refund	45393	E119243	\$ 1,900.00
99996	Barratt Construction & Development (WA)	Verge Bond Refund	45393	E119244	\$ 1,900.00
99996	Danmar Homes Pty Ltd	Verge Bond Refund	45393	E119245	\$ 1,900.00
99996	Ashmy Pty Ltd	Verge Bond Refund	45393	E119246	\$ 1,900.00
99996	Danmar Homes Pty Ltd	Verge Bond Refund	45393	E119247	\$ 1,800.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference		Payment Amount
99996	Barratt Construction & Development (WA)	Verge Bond Refund	45393	E119248	\$	1,900.00
99996	Freedom Pools & Spas	Verge Bond Refund	45393	E119249	\$	1,900.00
99996	Barratt Construction & Development (WA)	Verge Bond Refund	45393	E119250	\$	1,900.00
99996	Mondial Group Pty Ltd	Verge Bond Refund	45393	E119251	\$	1,900.00
99996	Ashmy Pty Ltd	Verge Bond Refund	45393	E119252	\$	1,900.00
99996	Exceptional Homes Group Pty Ltd	Verge Bond Refund	45393	E119253	\$	1,900.00
99996	Mrs J E O'Malley	Verge Bond Refund	45393	E119254	\$	1,900.00
99996	Home Group WA Pty Ltd	Verge Bond Refund	45393	E119255	\$	1,900.00
99996	Mr T S Weaver	Verge Bond Refund	45393	E119256	\$	1,900.00
99996	Classic Home & Garage Innovations Pty Lt	Verge Bond Refund	45393	E119257	\$	1,900.00
99996	Classic Home & Garage Innovations Pty Lt	Verge Bond Refund	45393	E119258	\$	1,900.00
99996	JAG Demolition	Verge Bond Refund	45393	E119259	\$	1,900.00
99996	Ventura Home Group Pty Ltd	Verge Bond Refund	45406	E119598	\$	1,900.00
99996	Bellagio Homes Pty Ltd	Verge Bond Refund	45406	E119600	\$	1,900.00
99996	Ashmy Pty Ltd	Verge Bond Refund	45406	E119601	\$	1,900.00
99996	BGC Residential Pty Ltd	Verge Bond Refund	45406	E119602	\$	1,900.00
99996	Broadwater Builds Pty Ltd	Verge Bond Refund	45406	E119603	\$	1,900.00
99996	Dale Alcock Homes Pty Ltd	Verge Bond Refund	45406	E119604	\$	1,900.00
99996	Ashmy Pty Ltd	Verge Bond Refund	45406	E119605	\$	1,900.00
99996	Ashmy Pty Ltd	Verge Bond Refund	45406	E119606	\$	1,900.00
99996	Stallion Building Co Pty Ltd	Verge Bond Refund	45406	E119599	\$	1,900.00
99996	Building 51 Pty Ltd	Verge Bond Refund	45406	E119609	\$	1,900.00
99996	Grand Century Construction Pty Ltd	Verge Bond Refund	45406	E119607	\$	1,900.00
99996	Aveling Homes	Verge Bond Refund	45406	E119608	\$	1,900.00
99996	Mr Z Brekalo	Verge Bond Refund	45406	E119611	\$	1,900.00
99996	Mr J P Carucci	Verge Bond Refund	45406	E119612	\$	1,900.00
99996	Mr A H Muhammed	Verge Bond Refund	45406	E119613	\$	1,900.00
99996	Classic Home & Garage Innovations Pty Lt	Verge Bond Refund	45393	E119260	\$	1,900.00
99996	Mr O L J D'Souza	Verge Bond Refund	45406	E119614	\$	1,900.00
99996	Mrs J R Koontz	Verge Bond Refund	45406	E119615	\$	1,900.00
99996	Mr S J Delmenico	Verge Bond Refund	45393	E119261	\$	1,900.00
99996	M Andrzejewski	Verge Bond Refund	45393	E119262	\$	1,900.00
99996	Travis Mitchell Construction	Verge Bond Refund	45406	E119616	\$	1,900.00
99996	Fairway Building Pty Ltd	Verge Bond Refund	45406	E119617	\$	1,900.00
99996	Empower Solar Australia	Verge Bond Refund	45393	E119263	\$	1,900.00
99996	Mrs K E Reading	Verge Bond Refund	45393	E119264	\$	1,900.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
99996	Vinsan Contracting Pty Ltd	Verge Bond Refund	45393	E119265 \$ 1,900.00
99996	Empower Solar Australia	Verge Bond Refund	45406	E119618 \$ 1,900.00
99996	D W Hawkes	Verge Bond Refund	45406	E119610 \$ 1,900.00
99998	SUNDRY EFT CREDITOR			\$ 114,557.04
99998	L Minton	Cancelled Payment	45385	E119209 -\$ 1,600.59
99998	Mr I R Younger & Ms T A Younger	Cancelled Payment	45385	E119188 -\$ 414.15
99998	Mr I R Younger & Ms T A Younger	Rates Refund	45394	E119490 \$ 414.15
99998	L Minton	Rates Refund	45394	E119491 \$ 1,600.59
99998	KW Building Consultant	Building Application Refund	45394	E119492 \$ 233.30
99998	iDevelop Real Estate WA Pty Ltd	Building Application Refund	45394	E119493 \$ 33.00
99998	Madeleine Claire Currie	Building Application Refund	45394	E119494 \$ 110.00
99998	Barrier Reef Pools	Building Application Refund	45394	E119495 \$ 171.65
99998	Holly Stubbs	Author Talk	45394	E119496 \$ 377.00
99998	Miriam Lochore	Poetry Reader	45394	E119497 \$ 241.00
99998	Molly Schmidt	Writers Talk	45394	E119498 \$ 315.00
99998	Mr Keith Lord	Age Friendly Melville Assistant fund	45394	E119499 \$ 300.00
99998	Mr Alastair MacPherson	Age Friendly Melville Assistant fund	45394	E119500 \$ 300.00
99998	Ms Marlene O'Dea	Age Friendly Melville Assistant fund	45394	E119501 \$ 300.00
99998	Mr Brian Taaffe	Age Friendly Melville Assistant fund	45394	E119502 \$ 300.00
99998	Bellagio Homes Pty Ltd	Cancelled Payment	45394	E119503 \$ 2,306.64
99998	Aintree Holdings Pty Ltd	Building Application Refund	45394	E119504 \$ 1,129.42
99998	Cultural Infusion (Int) Pty Ltd	Program Booking - Library	45394	E119505 \$ 577.50
99998	Laurence Alexander Steed	Novel Writing Boot Camp	45394	E119506 \$ 500.00
99998	Michael Galanty	Infringement Withdrawn	45394	E119507 \$ 110.00
99998	Olive Cheng	Mural & Workshops	45394	E119508 \$ 8,816.50
99998	iDevelopWise Rentals Trust Account	Rates Refund	45394	E119509 \$ 1,435.66
99998	Bible Presbyterian Church of WA	Bond Refund	45394	E119510 \$ 326.00
99998	North Fremantle Football Club	Bond Refund	45394	E119511 \$ 150.00
99998	Denmark Homes PtyLtd	Building Application Refund	45394	E119512 \$ 3,837.52
99998	Kenny Hau	Hire Transport	45394	E119513 \$ 57.35
99998	Mr John Hawkes	Age Friendly Melville Assistant fund	45394	E119515 \$ 300.00
99998	Anika Kalotay	Hearth court Sales charges	45394	E119517 \$ 21.75
99998	Elizabeth Atahan	Hearth court Sales charges	45394	E119518 \$ 112.50
99998	Erin Madeley	Hearth court Sales charges	45394	E119519 \$ 86.25
99998	Louise Ryan	Hearth court Sales charges	45394	E119520 \$ 5.63

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
99998	Maggie Clazoni	Hearth court Sales charges	45394 E119521	\$ 75.00
99998	Scott Alexander	Hearth court Sales charges	45394 E119522	\$ 55.35
99998	Roger Shaw	Parking Reimbursement	45394 E119523	\$ 34.42
99998	Tia Tokic	Hearth court Sales charges	45394 E119524	\$ 37.50
99998	Laya Baker	Staff Recognition Award 2023	45394 E119525	\$ 500.00
99998	Kerrelee Lummis	Rates Refund	45394 E119526	\$ 696.30
99998	Janice Doyle	Rates Refund	45394 E119527	\$ 798.78
99998	Lincy P Varghese	Youth Sport Grant Evan John Jimmi	45394 E119528	\$ 200.00
99998	Lincy P Varghese	Youth Sport Grant Evelyn John Jimmy	45394 E119529	\$ 200.00
99998	Mrs Lois McGinnis	Age Friendly Melville Assistant fund	45394 E119530	\$ 300.00
99998	Chisako Pike	Youth Sport Grant	45394 E119531	\$ 200.00
99998	Lara Mitchinson	Animal Registration Refund	45394 E119532	\$ 100.00
99998	Sandra Huynh	Dog Registration Refund	45394 E119533	\$ 100.00
99998	Mr Yoong Wong	AFM Reimbursement	45394 E119534	\$ 100.00
99998	Fremantle Fury Volleyball Club	My Community Grant	45394 E119535	\$ 2,000.00
99998	Mr Renato Maroni	Crossover Subsidy	45394 E119536	\$ 495.00
99998	Yiming Dong	Rates Refund	45394 E119537	\$ 751.75
99998	J Willoughby	Rates Refund	45394 E119538	\$ 905.99
99998	Ashlee Morgan	Animal Registration Refund	45394 E119539	\$ 100.00
99998	R.M de Courcier	Harp Recital	45394 E119540	\$ 150.00
99998	CPC Conveyancing	Rates Refund	45394 E119541	\$ 895.96
99998	Angelo Andrianakis	Artist Fee	45394 E119542	\$ 2,000.00
99998	Ben Ugle	First Nations Engagement Participant	45394 E119543	\$ 300.00
99998	Christine Reich	First Nations Engagement Participant	45394 E119544	\$ 300.00
99998	Clinton Anderson	First Nations Engagement Participant	45394 E119545	\$ 300.00
99998	Dorothy Winmar	First Nations Engagement Participant	45394 E119546	\$ 300.00
99998	Dot Henry	First Nations Engagement Participant	45394 E119547	\$ 300.00
99998	Dulcie Donaldson	First Nations Engagement Participant	45394 E119548	\$ 300.00
99998	Gerrard Shaw	First Nations Engagement Participant	45394 E119549	\$ 300.00
99998	John Hart	First Nations Engagement Participant	45394 E119550	\$ 300.00
99998	Karen Movich	First Nations Engagement Participant	45394 E119551	\$ 300.00
99998	Kim Dykman	First Nations Engagement Participant	45394 E119552	\$ 300.00
99998	Marlene Warrell	First Nations Engagement Participant	45394 E119553	\$ 300.00
99998	Melba Bodney	First Nations Engagement Participant	45394 E119554	\$ 300.00
99998	Naomi Ugle	First Nations Engagement Participant	45394 E119555	\$ 300.00
99998	Narelle Ogilvie	First Nations Engagement Participant	45394 E119556	\$ 300.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
99998	Nita Dykman	First Nations Engagement Participant	45394 E119557	\$ 300.00
99998	Robyn Jean Templeton	First Nations Engagement Participant	45394 E119558	\$ 300.00
99998	Trevor Walley	First Nations Engagement Participant	45394 E119559	\$ 300.00
99998	Para & Ability Dance WA	Cancelled Payment	45394 E119514	\$ 1,175.00
99998	Alex Malkovich	Cancelled Payment	45394 E119516	\$ 22.50
99998	Bellagio Homes Pty Ltd	Building Application Refund	45412 E119797	\$ 2,306.64
99998	Para & Ability Dance WA	Refund- Duplicate received	45412 E119798	\$ 1,175.00
99998	Alex Malkovich	Shop Sales	45412 E119799	\$ 22.50
99998	Vickie Zani	First Nations Engagement Participant	45394 E119560	\$ 300.00
99998	Mr Roy Payne	Rates Refund	45394 E119561	\$ 224.34
99998	Settlement Talk Trust Account	Rates Refund	45394 E119562	\$ 1,706.50
99998	Mark Holler	Rates Refund	45394 E119563	\$ 620.44
99998	Fang Kai Gan	Rates Refund	45394 E119564	\$ 570.65
99998	RC & SG Chester	Rates Refund	45394 E119565	\$ 929.57
99998	Paul S Veitch	Rates Refund	45394 E119566	\$ 417.96
99998	Alyssa Godin	Youth Meeting	45394 E119567	\$ 50.00
99998	Clarissa Sandjaja	Youth Meeting	45394 E119568	\$ 50.00
99998	Louie Cabutaje	Youth Meeting	45394 E119569	\$ 50.00
99998	Ultimo Construction Pty Ltd	Planning Application Refund	45394 E119570	\$ 221.25
99998	Integrative Care Specialists	Dementia Presentation	45394 E119571	\$ 440.00
99998	Julia Crook	History Speaker	45394 E119572	\$ 375.00
99998	Nolan Hunter	Presentation Speaker	45394 E119573	\$ 377.00
99998	Tom Blake	Artist Fee	45394 E119574	\$ 250.00
99998	Dahlia Beitmanas	Animal Registration Refund	45394 E119575	\$ 100.00
99998	Fremantle CBC Amateur Football Club Inc	Activelink Payments	45394 E119576	\$ 900.00
99998	J M Mason	Rates Refund	45394 E119577	\$ 152.60
99998	M Cominelli	Rates Refund	45394 E119578	\$ 995.50
99998	M J Menezes & N R J Menezes	Rates Refund	45394 E119579	\$ 995.50
99998	J A Nilon	Rates Refund	45394 E119580	\$ 205.35
99998	G Baronie	Rates Refund	45394 E119581	\$ 173.46
99998	Helen McIntosh	Rates Refund	45394 E119582	\$ 1,634.41
99998	William Copland	Rates Refund	45394 E119583	\$ 124.00
99998	Wee Chia Chiew	Rates Refund	45394 E119584	\$ 1,280.55
99998	Shaan Taylor	Rates Refund	45394 E119585	\$ 867.90
99998	Lauren Hardbottle	Youth Meeting	45394 E119586	\$ 50.00
99998	Madieson O'Mara	Youth Meeting	45394 E119587	\$ 50.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
99998	Oliver Lim	Youth Meeting	45394	E119588 \$ 50.00
99998	Ruby Smith	Youth Meeting	45394	E119589 \$ 50.00
99998	Sascha Finlay-Collins	Youth Meeting	45394	E119590 \$ 50.00
99998	Taryn Lee	Youth Meeting	45394	E119591 \$ 50.00
99998	Zest Hunter	Youth Meeting	45394	E119592 \$ 50.00
99998	Bellagio Homes Pty Ltd	Cancelled Payment	45397	E119503 -\$ 2,306.64
99998	Para & Ability Dance WA	Cancelled Payment	45397	E119514 -\$ 1,175.00
99998	Alex Malkovich	Cancelled Payment	45397	E119516 -\$ 22.50
99998	Action Sheds Australia Pty Ltd	Building Application Refund	45412	E119800 \$ 171.65
99998	Freya Langmead	Sustainability Product Rebate	45412	E119801 \$ 39.14
99998	Karys Bovell	Sustainability Product Rebate	45412	E119802 \$ 50.00
99998	Michelle Testa	Sustainability Product Rebate	45412	E119803 \$ 13.30
99998	Anne Hall	Friendly Neighbourhood Grant	45412	E119804 \$ 200.00
99998	Sophie Minissale	Beverage- Exhibition Opening	45412	E119805 \$ 17.60
99998	Sally Jasper	Sustainability Product Rebate	45412	E119806 \$ 30.06
99998	Meenakshi	Life Drawing Model	45412	E119807 \$ 200.00
99998	Mia Kelly	Youth Project Fund Grant	45412	E119808 \$ 1,000.00
99998	Mrs Yvonne Stilling	Staff Reimbursement	45412	E119809 \$ 300.00
99998	Tarakan Holdings	BPAY Winner	45412	E119810 \$ 750.00
99998	G Singh	Rates Refund	45412	E119811 \$ 1,102.00
99998	MD & LA Rathbone	Rates Refund	45412	E119812 \$ 960.41
99998	M & P Tatham	Rates Refund	45412	E119813 \$ 985.80
99998	Adaptable Investments Pty Ltd	Rates Refund	45412	E119814 \$ 288.30
99998	Katherine Ferguson & Nicola Cowie	Mural Art Work	45412	E119815 \$ 500.00
99998	Elise Sumner	Mural Art Concept	45412	E119816 \$ 500.00
99998	Scripture Union Australia	Bond Refund	45412	E119817 \$ 326.00
99998	Australian Outdoor Living WA Pty Ltd	Planning Application Refund	45412	E119818 \$ 110.25
99998	Ms E M Farcic	Bond Refund	45412	E119819 \$ 326.00
99998	Valerie Zimdahl	Parking Fees	45412	E119820 \$ 20.20
99998	Dr T Porter	Bond Refund	45412	E119821 \$ 100.00
99998	Kellie Maccan	Dog Registration	45412	E119822 \$ 20.00
99998	A G Andrew & R J Hinds	Rates Refund	45412	E119823 \$ 1,275.24
99998	Colleen Saporita	Rates Refund	45412	E119824 \$ 312.59
99998	S G Gething	Rates Refund	45412	E119825 \$ 911.43
99998	J Birbari	Rates Refund	45412	E119826 \$ 806.03
99998	Developwise Rentals Trust Account	Rates Refund	45412	E119827 \$ 1,872.27

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
99998	Mrs Mavis Wesson	Staff Reimbursement	45412 E119828	\$ 300.00
99998	Jav Developments Pty Ltd	Building Application	45412 E119829	\$ 2,000.00
99998	Louis Van Rooyen	Planning Application Refund	45412 E119830	\$ 147.00
99998	S Sheppard	Community Grant	45412 E119831	\$ 1,872.00
99998	Kylie Richardson	Youth Sport Grant	45412 E119832	\$ 200.00
99998	Nicole Kingwell	Youth Sport Grant	45412 E119833	\$ 200.00
99998	Nicole Kingwell	Youth Sport Grant	45412 E119834	\$ 200.00
99998	Nicole Kingwell	Youth Sport Grant	45412 E119835	\$ 200.00
99998	Para and Ability Dance WA Inc	Community Grant	45412 E119836	\$ 3,904.00
99998	Point Walter Golf Course	Activelink Payment	45412 E119837	\$ 300.00
99998	Sian Brown	Fruit Purchase	45412 E119838	\$ 34.13
99998	Kenny Hau	Car Wash	45412 E119839	\$ 65.98
99998	Paul & Judith Exton	Rates Refund	45412 E119840	\$ 596.40
99998	Bailey Anderson	DJ Set - Event	45412 E119841	\$ 60.00
99998	Applecross Tennis Club Inc	Planning Application Refund	45412 E119842	\$ 147.00
99998	Ms Belinda Calvert	Planning Application Refund	45412 E119843	\$ 441.00
99998	Gary Hamley	Sustainable Product Refund	45412 E119844	\$ 20.33
99998	Keziah Beard	Sustainability Product Rebate	45412 E119845	\$ 30.88
99998	Colin R & Bridget Stephens	Dog Registrations	45412 E119846	\$ 200.00
99998	Mr W P Miller	Rates Refund	45412 E119847	\$ 692.95
99998	RA & LC Murtha	Rates Refund	45412 E119848	\$ 1,015.27
99998	K Edoo	Rates Refund	45412 E119849	\$ 2,724.35
99998	Therese E Monty	Artwork Purchases	45412 E119850	\$ 720.00
99998	Paul Molony	Focus Group- Entertainment	45412 E119851	\$ 28.00
99998	Claudia Rich	Swim Licence	45412 E119852	\$ 127.00
99998	Jason Zito	Sterilisation Refund	45412 E119853	\$ 30.00
99998	Junior Goals Unit Trust	Activelink Payment	45412 E119854	\$ 300.00
99998	101 Residential Pty Ltd	Building Application Refund	45412 E119855	\$ 61.65
99998	Nicole Denney	Sterilisation Refund	45412 E119856	\$ 100.00
99998	Victoria Canova	Replica Costumes	45412 E119857	\$ 555.52
99998	Mr Drew S Parry	Rate Refund	45412 E119858	\$ 168.92
99998	Bansley Pty Ltd	Rates Refund	45412 E119859	\$ 5,517.00
99998	Juliette P Williams	Workshop	45412 E119860	\$ 440.00
99998	Chinese Dance Australia Inc	Community Grant	45412 E119861	\$ 2,900.00
99998	Fabric	Community Grant	45412 E119862	\$ 1,800.00
99998	Corpus Christi College	Bond Refund	45412 E119863	\$ 326.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply	Payment Date	Payment Reference	Payment Amount
99998	Warr Investments	Rates Refund	45412 E119864	\$ 3,334.68
99998	Factory Pools Perth	Building Application Refund	45412 E119865	\$ 2,000.00
99998	Sharon Taylor	Rates Refund	45412 E119866	\$ 114.26
99998	S & M Smith	Rates Refund	45412 E119867	\$ 410.50
99998	Our Lady of Mount Carmel Primary School	Bond Refund	45412 E119868	\$ 326.00
99998	Mogens Johansen	Rates Refund	45412 E119869	\$ 1,708.54
99998	Hayley Boyd	Prize Incentive	45412 E119870	\$ 173.05
99998	Bicton Environmental Action Group	Contract Payment Insurance	45412 E119871	\$ 605.56
99998	Jayden Boundry	Book Week 2023	45412 E119872	\$ 751.30
99998	Laurie Steed	Novel Writing Boot Camp	45412 E119873	\$ 500.00
99998	Ben Ugle	First Nations Engagement Participant	45412 E119874	\$ 300.00
99998	Christine Reich	First Nations Engagement Participant	45412 E119875	\$ 300.00
99998	Clinton Anderson	First Nations Engagement Participant	45412 E119876	\$ 300.00
99998	Dot Henry	First Nations Engagement Participant	45412 E119877	\$ 300.00
99998	Dulcie Donaldson	First Nations Engagement Participant	45412 E119878	\$ 300.00
99998	Geraldine Metcalf	First Nations Engagement Participant	45412 E119879	\$ 300.00
99998	Gerrard Shaw	First Nations Engagement Participant	45412 E119880	\$ 300.00
99998	Joe Collard	First Nations Engagement Participant	45412 E119881	\$ 300.00
99998	Karen Movich	First Nations Engagement Participant	45412 E119882	\$ 300.00
99998	Kim Dykman	First Nations Engagement Participant	45412 E119883	\$ 300.00
99998	Marlene Warrell	First Nations Engagement Participant	45412 E119884	\$ 300.00
99998	Melba Bodney	First Nations Engagement Participant	45412 E119885	\$ 300.00
99998	Naomi Ugle	First Nations Engagement Participant	45412 E119886	\$ 300.00
99998	Nita Dykman	First Nations Engagement Participant	45412 E119887	\$ 300.00
99998	Robyn Jean Templeton	First Nations Engagement Participant	45412 E119888	\$ 300.00
99998	Trevor Walley	First Nations Engagement Participant	45412 E119889	\$ 300.00
99998	Vickie Zani	First Nations Engagement Participant	45412 E119890	\$ 300.00
99998	One Accord Community Choir Inc	Community Grant	45412 E119891	\$ 1,095.10
99998	Kelli Featherstone	Staff Reimbursement	45412 E119892	\$ 21.85
99998	Sophie Minissale	Meeting refreshments	45412 E119893	\$ 19.15
99998	Clarissa Sandjaja	Youth Steering Group	45412 E119894	\$ 50.00
99998	Louie Cabutaje	Youth Steering Group	45412 E119895	\$ 50.00
99998	Lauren Hardbottle	Youth Steering Group	45412 E119896	\$ 50.00
99998	Oliver Lim	Youth Steering Group	45412 E119897	\$ 50.00
99998	Ruby Smith	Youth Steering Group	45412 E119898	\$ 50.00
99998	Sascha Finlay-Collins	Youth Steering Group	45412 E119899	\$ 50.00

Over \$25,000.00

Supplier Number	Supplier Name - Description of Supply		Payment Date	Payment Reference	Payment Amount	
99998	Taryn Lee	Youth Steering Group	45412	E119900	\$	50.00
99998	Zest Hunter	Youth Steering Group	45412	E119901	\$	50.00
99998	Megan Scheffers	Performer Fee	45412	E119902	\$	300.00
99998	Isabel Strover	Youth Project Fund	45412	E119903	\$	1,000.00
99998	Trevor Bilney	Youth Sport Grant	45412	E119904	\$	200.00
99998	Guy Louden	Exhibition Install	45412	E119905	\$	65.40
99998	Thomas Montague	Youth Sport Grant	45412	E119906	\$	200.00
99998	Troy Cappellucci	Parking Reimbursement	45412	E119907	\$	10.10
99998	JC & AE Thomson	Rates Refund	45412	E119908	\$	169.40
99998	J Li & J Zhou	Rates Refund	45412	E119909	\$	629.30
99999	SUNDRY CHEQUE CREDITOR				\$	175.27
99999	Mr Kee Puan Ong	Refund of Seniors Rebate	45394	070909	\$	175.27

Cancelled Payment	5	\$	5,518.88
Cheque Payment	1	\$	175.27
EFT Payments	674	\$	10,258,714.50
Total Payments	680	\$	10,253,370.89

Payroll Payments made for April 2024	
Pay 21	10/04/2024
Westpac Bank	\$1,400,792.53
Taxation	\$449,680.00
Creditors	\$304,329.86
Advances	
<i>Total</i>	\$2,154,802.39
Pay 22	24/04/2024
Westpac Bank	\$1,359,845.52
Taxation	\$430,804.00
Creditors	\$304,798.18
Advances	\$899.14
<i>Total</i>	\$2,096,346.84
Total Pays	\$4,251,149.23

Direct Payments made for April 2024			
Payee	Description	Bank Reference	Payment Amount
Maxxia Pty Ltd	Input tax credits for April	128343931	\$ 387.28
EasiSalary	Input tax credits for April	128343961	\$ 1,080.99
Richardson Strata	Quarterly invoice	127858673	\$ 1,934.50
Total			\$ 3,402.77

The list of payments made using Corporate and Purchase Cards during March 2024

Payee	Description	Date	Amount
<u>Corporate Cards</u>			
QANTAS AIR 0812351040 NSW AU	Australian Data Summit	13/03/2024	\$ 1,722.75
Birue Cafe Booragoon AU	CEO Meeting - Nedlands	15/03/2024	\$ 10.63
FACEBK LHGDQZKNC2 fb.me/ads IE	Meta Advertising	20/03/2024	\$ 1,287.50
JAMAICA BLUE KARDINY KARDINYA AU	NL Senior Campus	21/03/2024	\$ 11.40
HOO*HOOTSUITE INC 778-5889767 US	Social Media Scheduling Platform	22/03/2024	\$ 258.02
FS *JotForm fsprg.nl NL	Website Form Management	27/03/2024	\$ 68.09
QANTAS AIR 0812351740 NSW AU	ALGA Conference Flights	2/04/2024	\$ 1,518.29
QANTAS AIR 0812351740 NSW AU	ALGA Conference Flights	2/04/2024	\$ 1,518.29
QANTAS AIR 0814408652 NSW AU	ALGA Conference Flights	2/04/2024	\$ 70.00
QANTAS AIR 0814408652 NSW AU	ALGA Conference Flights	2/04/2024	\$ 70.00
QANTAS AIR 0812351728 NSW AU	ALGA Conference	2/04/2024	\$ 1,575.39
AUSTRALIAN LOCAL GOV DEAKIN AU	ALGA Conference	2/04/2024	\$ 945.00
AUSTRALIAN LOCAL GOV DEAKIN AU	ALGA Conference	2/04/2024	\$ 1,170.00
FACEBK ET3Y82YNC2 fb.me/ads IE	Meta Advertising	2/04/2024	\$ 14.82
FACEBK C6Q7RZPNC2 fb.me/ads IE	Meta Advertising	2/04/2024	\$ 1,287.50
WILSON PARKING PER157 PERTH AU	Parking Fee	15/03/2024	\$ 3.04
SQUARESPACE 120550905 HTTPSSQUARESP US	Hosting Website Costs Bird Sanctuary	25/03/2024	\$ 174.02
Chartered Certificatio Singapore SG	Staff Training	7/03/2024	\$ 2,157.85
WALGA EVENTS WEST LEEDERVI AU	WALGA Engagement Forum	14/03/2024	\$ 190.00
AKOLADE PTY LTD SYDNEY AU	Staff Training	18/03/2024	\$ 3,078.90
RISK MNGT INST AUS BRIGHTON EAST AU	Staff Training	21/03/2024	\$ 570.00
PREZZEE/AUC3D50320 SYDNEY AU	E-Card Winners	21/03/2024	\$ 81.01
TEAM GLOBAL EXPRESS PL MELBOURNE AU	Forestreys USB Images	27/03/2024	\$ 31.45
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering	2/04/2024	\$ 41.75
SOCIAL MEDIA PERTH MT HAWTHORN AU	Staff Training	19/03/2024	\$ 2,623.50
LOCAL GOVERNMENT MANA MT HAWTHORN AU	Staff Training	20/03/2024	\$ 650.00
Westpac	Refund	21/03/2024	-\$ 306.57
			\$ 20,822.63
<u>Purchase Cards</u>			
GREEN BUILDING COUNC SYDNEY AU	Nature & Biodiversity Masterclass	27/03/2024	\$ 438.90
EZI*Aha! Consulting North Perth AU	Staff Training	4/03/2024	\$ 440.00
EZI*Aha! Consulting North Perth AU	Staff Training	4/03/2024	\$ 440.00
SUBWAY PALMYRA PALMYRA AU	Team Engagement	4/03/2024	\$ 268.00
RETAIL DISPLAY DIRECT PADSTOW AU	Engagement Team - Printing Merchandise	4/03/2024	\$ 193.50
COLES 0332 BOORAGOON AU	February Champion	20/03/2024	\$ 50.00
MISS MAUD BOORAGOON AU	Catering	25/03/2024	\$ 43.70
LOCAL GOVERNMENT MANA MT HAWTHORN AU	Staff Training	28/03/2024	\$ 955.00
Vistaprint Australia P Derrimut AU	Engagement Team - Merchandise	2/04/2024	\$ 129.95
SQ *PICABAR Perth AU	Event Catering	6/03/2024	\$ 85.00
SPOTLIGHT MELVILLE MYAREE AU	Office Supplies	7/03/2024	\$ 63.00
MARMION ST FRESH AND G MELVILLE AU	Office Supplies	8/03/2024	\$ 8.79
EZI*A2B Storage Pty Lt Fortitude Val AU	Equipment Removal	8/03/2024	\$ 28.19
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering	13/03/2024	\$ 41.90
SPOTLIGHT MELVILLE MYAREE AU	Office Supplies	14/03/2024	\$ 66.20
LS GOOD SAMMY ENTERPR BOORAGOON AU	Office Supplies	14/03/2024	\$ 14.00
OFFICEWORKS BENTLEIGH EAS AU	Office Supplies	25/03/2024	\$ 378.00
POST BOORAGOON POST SH BOORAGOON AU	Office Supplies	28/03/2024	\$ 213.23
MYAREE IGA/4/67 NORTH MYAREE AU	Catering	28/03/2024	\$ 29.91
DISCUS ON DEMAND PTY WEST LEEDERVI AU	Marketing	2/04/2024	\$ 451.00
THE SENSORY SLOTH BAYSWATER NOR AU	Sensory Items	2/04/2024	\$ 154.88
C O S P H S INC SOUTH PERTH AU	Subscription	2/04/2024	\$ 65.00
Project Mgmt Institute 610-3564600 US	PMI Subscription	7/03/2024	\$ 262.52
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	8/03/2024	\$ 28.00
EB *Business Breakfast 801-413-7200 AU	Business Breakfast Development WA	11/03/2024	\$ 19.00
BUNNINGS 317000 MELVILLE AU	Materials for Building Project	11/03/2024	\$ 86.74
PAYPAL *WATERRA WATERR 4029357733 AU	Webinar: HydroGPT	14/03/2024	\$ 79.00
PAYPAL *WATERRA WATERR 4029357733 AU	Webinar: HydroGPT	14/03/2024	\$ 79.00
WORK CLOBBER O'CONNOR AU	Uniforms for Facilities Team	14/03/2024	\$ 572.37
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Materials	14/03/2024	\$ 75.75
GARDEN CITY NEWS BOORAGOON AU	Heavy Duty Key Chain for Facility Team	18/03/2024	\$ 4.99
THE REJECT SHOP 601 BOORAGOON AU	Tissues/Sanitiser for EM Bus Tour	22/03/2024	\$ 36.50
SOUTH METROPOLITAN TAF THORNIE AU	TAFE Trainee	25/03/2024	\$ 765.00
ST JOHN AMBULANCE AUST BELMONT AU	First Aid Course	26/03/2024	\$ 550.00
SQ *MAPUCCINO 1800595310 AU	Mapuccino Subscription - Natural Areas	26/03/2024	\$ 1,771.18

Payee	Description	Date	Amount
EZI*AUSTRALIAN INSTITU CLAYFIELD AU	Local Government Subscriber FY25	27/03/2024	\$ 1,375.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Service Recognition	28/03/2024	\$ 106.95
WASTE MANAGEMENT BURWOOD AU	Membership WMRR	2/04/2024	\$ 377.85
SP 166 RAILWAY PARADE WEST LEEDERVI AU	Parking Fee	2/04/2024	\$ 9.00
COLES 0332 BOORAGOON AU	Catering	4/03/2024	\$ 601.90
BIG W/206 WARNBRO SOUN WARNBRO AU	Office Supplies	4/03/2024	\$ 63.84
PARTY SOURCE CANNING VALE AU	Catering Supplies	11/03/2024	\$ 111.33
METCASH TRADING LIMITE MACQUARIEPARK AU	Catering	14/03/2024	\$ 388.41
DAN MURPHYS ONLINE BELLA VISTA AU	Catering	19/03/2024	\$ 446.12
Woolworths Online BELLA VISTA AU	Catering	20/03/2024	\$ 92.40
REMEDY DRINKS AU DANDENONG SOU AU	Catering	20/03/2024	\$ 117.60
HOST BIBRA LAKE AU	Catering Supplies	21/03/2024	\$ 155.54
BIG W/4 CHISHAM AVE KWINANA AU	Catering Supplies	21/03/2024	\$ 110.00
COLES ONLINE HAWTHORN EAST AU	Catering	22/03/2024	\$ 264.00
COLES 0332 BOORAGOON AU	Catering	22/03/2024	\$ 37.25
NISBETS AUSTRALIA SMEATON GRANG AU	Catering Supplies	27/03/2024	\$ 850.85
SOUL ORIGIN PETERSHAM AU	Catering	27/03/2024	\$ 167.00
PARTY SOURCE CANNING VALE AU	Refund	28/03/2024	\$ 3.99
POST CANNING BRIDGE AP APPLECROSS AU	Regional Interlibrary Loan Postage	7/03/2024	\$ 121.07
WANESWDTI Osborne Park AU	Public Newspapers MCS	13/03/2024	\$ 288.00
WANESWDTI Osborne Park AU	Public Newspapers Willagee	13/03/2024	\$ 144.00
W A LIBRARY SUPPLIES FORRESTDALE AU	Office Supplies	13/03/2024	\$ 679.16
POST CANNING BRIDGE AP APPLECROSS AU	Regional Interlibrary Loan Postage	18/03/2024	\$ 14.80
POST CANNING BRIDGE AP APPLECROSS AU	Regional Interlibrary Loan Postage	21/03/2024	\$ 106.27
CHEMISTWAREHOUSE ONLIN Preston AU	Office Supplies	21/03/2024	\$ 61.42
NEWS PTY LIMITED SURRY HILLS AU	The Australian Newspaper Renewal	21/03/2024	\$ 520.00
WOOLWORTHS/CNR STOCK R MELVILLE AU	Library Event	14/03/2024	\$ 92.20
WOOLWORTHS/CNR STOCK R MELVILLE AU	Library Event	15/03/2024	\$ 69.48
BWS LIQUOR/CNR STOCK R MELVILLE AU	Library Event	15/03/2024	\$ 97.00
COLES 0352 MELVILLE AU	Library Event	2/04/2024	\$ 47.10
WALGA EVENTS WEST LEEDERVI AU	Training	19/03/2024	\$ 950.00
Dominos Applecross ARDROSS AU	Consumables	28/03/2024	\$ 129.59
GILBERTS FRESH HILTON HILTON AU	Consumables	2/04/2024	\$ 254.95
OMAC ENTERPRISES PTY MYAREE AU	Staff Uniform	4/03/2024	\$ 71.98
WALDECKS MYAREE AU	Office Supplies	13/03/2024	\$ 88.44
COLES 0332 BOORAGOON AU	Office Supplies	18/03/2024	\$ 63.60
Jaycar Jandakot Jandakot AU	Materials	25/03/2024	\$ 131.70
BIGW ONLINE BELLA VISTA AU	Local Stock Purchases	8/03/2024	\$ 265.00
SCB.COM.AU PRINCES HILL AU	Local Stock Purchases	13/03/2024	\$ 301.95
QBD BOOKS RICHLANDS AU	Local Stock Purchases	18/03/2024	\$ 295.15
PAYPAL *BETTYSBIGDA 4029357733 AU	Local Stock Purchases	18/03/2024	\$ 54.50
AMAZON AU SYDNEY SOUTH AU	Local Stock Purchases	18/03/2024	\$ 23.94
CANDYJARLIM 35314369001 GB	Local Stock Purchases	18/03/2024	\$ 65.53
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Local Stock Purchases	19/03/2024	\$ 51.57
AMAZON AU SYDNEY SOUTH AU	Local Stock Purchases	21/03/2024	\$ 81.42
KMART 1162 BOORAGOON AU	Local Stock Purchases	28/03/2024	\$ 27.00
EPLATFORM.CO EBOOKS BROOKVALE AU	Local Stock Purchases	28/03/2024	\$ 989.08
JB HI FI BOORAGOON BOORAGOON AU	Local Stock Purchases	2/04/2024	\$ 287.78
BIGGA TREES PICKERING BRO AU	Trees for Park	21/03/2024	\$ 790.00
GUILDFORD GARDEN CENTR GUILDFORD AU	Trees for Park	22/03/2024	\$ 312.92
DOLCE & SALATO BULL CR BULL CREEK AU	Safety Meeting Catering	25/03/2024	\$ 207.50
GUILDFORD GARDEN CENTR GUILDFORD AU	Refund	25/03/2024	\$ 17.97
PLA* O #29788 PORT ADELAIDE AU	Conference Technical Tour	28/03/2024	\$ 352.00
Bakers Delight Booragoon AU	Art Club Catering	28/03/2024	\$ 14.00
COLES 0332 BOORAGOON AU	Art Club Catering	28/03/2024	\$ 62.03
WIZ PHY GARDEN 2 BOORAGOON AU	Replacement RATs	5/03/2024	\$ 19.99
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	12/03/2024	\$ 8.85
LIQUORLAND 3374 BOORAGOON AU	Event	20/03/2024	\$ 60.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Event	20/03/2024	\$ 48.25
OFFICEWORKS 0625 CANNING VALE AU	Workshop Supplies	27/03/2024	\$ 17.51
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Workshop Supplies	28/03/2024	\$ 20.15
IGA CANNING B/916 CANN APPLECROSS AU	Office Supplies	8/03/2024	\$ 2.99
ARTEIL WA PTY LTD OCONNOR AU	Office Furniture	11/03/2024	\$ 407.00
W A LIBRARY SUPPLIES FORRESTDALE AU	Library Resources	13/03/2024	\$ 1,350.45
NEWS PTY LIMITED SURRY HILLS AU	Australian Newspaper Annual Subscription	15/03/2024	\$ 1,144.00
IGA CANNING B/916 CANN APPLECROSS AU	Office Supplies	19/03/2024	\$ 2.99
IGA CANNING B/916 CANN APPLECROSS AU	Office Supplies	21/03/2024	\$ 14.00
NEWS PTY LIMITED SURRY HILLS AU	Australian Newspaper Annual Subscription	21/03/2024	\$ 728.00
POST CANNING BRIDGE AP APPLECROSS AU	Postage	22/03/2024	\$ 106.27
POST CANNING BRIDGE AP APPLECROSS AU	Postage	25/03/2024	\$ 14.80

Payee	Description	Date	Amount
NEWS PTY LIMITED SURRY HILLS AU	Australian Newspaper Annual Subscription	2/04/2024	\$ 728.00
POST CANNING BRIDGE AP APPLECROSS AU	Postage	2/04/2024	\$ 106.28
MIDDENDORP ELECTRIC BIBRA LAKE DC AU	Supply P5 pit	11/03/2024	\$ 125.20
TOTAL EDEN MYAREE AU	Poly Fittings The Strand	12/03/2024	\$ 222.53
AMPOL WOW MURDOCH MURDOCH AU	Fuel Tipper Hire	25/03/2024	\$ 200.00
KMART 1162 BOORAGOON AU	Storytime Kit Materials	7/03/2024	\$ 12.00
COLES 0332 BOORAGOON AU	Storytime Kit Materials	22/03/2024	\$ 23.00
KMART 1162 BOORAGOON AU	Waster Truck Storytime Materials	22/03/2024	\$ 36.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Storytime Kit Materials	22/03/2024	\$ 25.30
RED DOT BULL CREEK AU	Grass Head Materials	25/03/2024	\$ 16.50
BUNNINGS 317000 MELVILLE AU	Materials for Grass Heads Activity	25/03/2024	\$ 150.80
REMIDA PERTH INC 4029357733 AU	Remida 12 Month Membership	27/03/2024	\$ 310.00
EZI*PLANET BOOKS OSBORNE PARK AU	Library Resources	7/03/2024	\$ 37.99
EZI*OPEN BOOK AUSTRALI CLAREMONT AU	Library Resources	12/03/2024	\$ 264.92
MYO*SMEDIA PTY LTD SOUTH YARRA AU	Credit Surcharge	20/03/2024	\$ 509.00
BIG W/KWINANA FWY & BE SUCCESS AU	Library Resources	22/03/2024	\$ 1,898.00
OFFICEWORKS 0616 O'CONNOR AU	Items for Main Hall Refurbishment	6/03/2024	\$ 3.42
OFFICEWORKS 0616 O'CONNOR AU	Items for main hall refurbishment	6/03/2024	\$ 191.92
OFFICEWORKS 0604 FREMANTLE AU	Items for Main Hall refurbishment	6/03/2024	\$ 95.96
FACEBK PQT7RZPCG2 fb.me/ads IE	MYC Instagram	26/03/2024	\$ 37.41
iClean Dry Cleaners Booragoon AU	Cleaning	27/03/2024	\$ 81.80
Zushibento Aust Booragoon AU	Food Premises Evidence	11/03/2024	\$ 9.14
COLES 0391 KARDINYA AU	Food Sampling	26/03/2024	\$ 9.00
PAYPAL *BIG W 4029357733 AU	Library Resources	4/03/2024	\$ 90.00
Google GSUITE_melville Sydney AU	Evanced Email Service	4/03/2024	\$ 10.05
THE NILE AY8S-L3X7 NORTH SYDNEY AU	Library Resources	4/03/2024	\$ 101.84
ORG SUB FEE HTTPSWWW.EVEN US	Subscription	4/03/2024	\$ 29.87
PAYPAL *BOOKTOPIABO 4029357733 AU	Library Resources	4/03/2024	\$ 164.65
AMAZON AU RETAIL SYDNEY AU	Library Resources	4/03/2024	\$ 278.21
EASYPARK PAY BY PH PRAHRAN AU	Staff Parking	5/03/2024	\$ 128.02
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	5/03/2024	\$ 66.31
AMAZON AU RETAIL SYDNEY AU	Library Resources	6/03/2024	\$ 12.00
AMAZON AU RETAIL SYDNEY AU	Library Resources	8/03/2024	\$ 44.83
BOFFINS BOOKSHOP PTY L PERTH AU	Library Resources	11/03/2024	\$ 600.87
PAYPAL *BOOKTOPIABO 4029357733 AU	Library Resources	11/03/2024	\$ 262.44
PAYPAL *UNIVERSITYW 4029357733 AU	Library Resources	11/03/2024	\$ 49.11
AB* ABEBOOKS.CO KALKKF MUNCHEN DE	Library Resources	11/03/2024	\$ 29.46
PAYPAL *BIG W 4029357733 AU	Library Resources	12/03/2024	\$ 104.00
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	13/03/2024	\$ 54.11
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	13/03/2024	\$ 66.61
AMAZON AU RETAIL SYDNEY AU	Library Resources	14/03/2024	\$ 320.96
AMAZON AU RETAIL SYDNEY AU	Library Resources	14/03/2024	\$ 124.09
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	14/03/2024	\$ 77.80
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	14/03/2024	\$ 37.41
AMAZON AU RETAIL SYDNEY AU	Library Resources	15/03/2024	\$ 111.08
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	15/03/2024	\$ 43.83
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	15/03/2024	\$ 28.70
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	15/03/2024	\$ 48.96
THE NILE AKVL-HSWJ NORTH SYDNEY AU	Library Resources	15/03/2024	\$ 80.79
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	18/03/2024	\$ 31.04
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	18/03/2024	\$ 45.63
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	18/03/2024	\$ 79.89
AMAZON AU RETAIL SYDNEY AU	Library Resources	18/03/2024	\$ 26.35
PAYPAL *BOOKTOPIABO 4029357733 AU	Library Resources	18/03/2024	\$ 94.12
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	18/03/2024	\$ 31.41
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	18/03/2024	\$ 27.13
PAYPAL *BIG W 4029357733 AU	Library Resources	18/03/2024	\$ 76.00
AMAZON AU RETAIL SYDNEY AU	Library Resources	18/03/2024	\$ 287.09
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	18/03/2024	\$ 21.56
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	18/03/2024	\$ 228.54
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	18/03/2024	\$ 431.90
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	18/03/2024	\$ 52.18
AMAZON MARKETPLACE AU SYDNEY SOUTH AU	Library Resources	18/03/2024	\$ 63.28
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	18/03/2024	\$ 30.75
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	18/03/2024	\$ 25.98
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	20/03/2024	\$ 35.57
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	21/03/2024	\$ 32.65
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	21/03/2024	\$ 31.06
PAYPAL *BOOKTOPIABO 4029357733 AU	Library Resources	25/03/2024	\$ 238.62
PAYPAL *SANITYMUSIC 4029357733 AU	Library Resources	25/03/2024	\$ 40.49

Payee	Description	Date	Amount
THE NILE AWFH-LGPT NORTH SYDNEY AU	Library Resources	25/03/2024 \$	206.17
GREATWARSTORIES-BOOK DALYELLUP AU	Library Resources	25/03/2024 \$	33.40
AMAZON AU SYDNEY SOUTH AU	Library Resources	25/03/2024 \$	110.87
AMAZON AU SYDNEY SOUTH AU	Library Resources	25/03/2024 \$	36.99
AMAZON AU SYDNEY SOUTH AU	Library Resources	25/03/2024 \$	76.31
AMAZON AU SYDNEY SOUTH AU	Library Resources	26/03/2024 \$	21.94
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	26/03/2024 \$	23.60
AMAZON AU SYDNEY SOUTH AU	Library Resources	26/03/2024 \$	30.15
PAYPAL *BIG W 4029357733 AU	Library Resources	26/03/2024 \$	83.00
AMAZON AU RETAIL SYDNEY AU	Library Resources	27/03/2024 \$	44.66
AMAZON AU RETAIL SYDNEY AU	Library Resources	27/03/2024 \$	99.44
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	27/03/2024 \$	24.58
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	27/03/2024 \$	25.96
AMAZON AU SYDNEY SOUTH AU	Library Resources	27/03/2024 \$	41.37
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	27/03/2024 \$	23.81
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	28/03/2024 \$	51.31
THE NILE AY9J-745P NORTH SYDNEY AU	Library Resources	2/04/2024 \$	95.08
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	2/04/2024 \$	26.83
PAYPAL *BIG W 4029357733 AU	Library Resources	2/04/2024 \$	112.00
AMAZON AU RETAIL SYDNEY AU	Library Resources	2/04/2024 \$	19.90
PAYPAL *BIG W 4029357733 AU	Library Resources	2/04/2024 \$	156.00
PAYPAL *QBDBOOKSHOP 4029357733 AU	Library Resources	2/04/2024 \$	43.18
PAYPAL *QBDBOOKSHOP 4029357733 AU	Library Resources	2/04/2024 \$	63.96
PAYPAL *BOOKTOPIABO 4029357733 AU	Library Resources	2/04/2024 \$	69.86
PAYPAL *BOOKTOPIABO 4029357733 AU	Library Resources	2/04/2024 \$	330.88
PAYPAL *BOOMERANGBO 4029357733 AU	Library Resources	2/04/2024 \$	35.17
ORG SUB FEE HTTPSWWW.EVEN US	Subscription	2/04/2024 \$	29.87
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	2/04/2024 \$	42.58
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	2/04/2024 \$	39.30
PAYPAL *BLACKWELLUK 35314369001 GB	Library Resources	2/04/2024 \$	29.55
COLES 0352 MELVILLE AU	Office Supplies	4/03/2024 \$	3.10
MELVILLE NEWSPAPER BICTON AU	Office Supplies	5/03/2024 \$	17.00
WOOLWORTHS/254 ROCKING SPEARWOOD AU	Office Supplies	14/03/2024 \$	6.20
WOOLWORTHS/254 ROCKING SPEARWOOD AU	Office Supplies	19/03/2024 \$	6.20
WOOLWORTHS/CNR STOCK R MELVILLE AU	Office Supplies	22/03/2024 \$	6.20
WOOLWORTHS/CNR STOCK R MELVILLE AU	Office Supplies	28/03/2024 \$	29.50
Bakers Delight Booragoon AU	Catering	4/03/2024 \$	32.00
MYER GARDEN CITY BOORAGOON AU	Main Hall KK	7/03/2024 \$	70.93
KMART 1162 BOORAGOON AU	Main Hall KK	7/03/2024 \$	183.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Main Hall KK	7/03/2024 \$	13.90
WWW.TAZTIX.COM.AU GREENMOUNT AU	MTC Production	7/03/2024 \$	144.52
HOLLERPRINT HENDRA AU	Stockable Promo Cubes	8/03/2024 \$	332.45
MISS MAUD NORTH PERTH AU	Catering	11/03/2024 \$	177.45
KAMBARANG GARDEN CENTR BENTLEY AU	Catering	11/03/2024 \$	89.75
FARMER JACKS COMO COMO AU	Catering	11/03/2024 \$	5.99
OFFICEWORKS BENTLEIGH EAS AU	Office Supplies	14/03/2024 \$	252.73
COLES 0332 BOORAGOON AU	Catering	14/03/2024 \$	31.33
Bakers Delight Booragoon AU	Catering	14/03/2024 \$	22.00
TICKETS*LED BY CUL BELROSE AU	TICKETS*LED BY CUL BELROSE AU	15/03/2024 \$	64.82
Vistaprint Australia P Derrimut AU	Office Supplies	19/03/2024 \$	38.98
OFFICEWORKS 0616 OCONNORWA AU	Main Hall KK	20/03/2024 \$	843.00
OFFICEWORKS 0616 OCONNORWA AU	Main Hall KK	20/03/2024 \$	95.43
PREZZEE/AU244AB290 SYDNEY AU	Office Supplies	20/03/2024 \$	202.53
Bakers Delight Booragoon AU	Catering	21/03/2024 \$	16.00
KMART 1162 BOORAGOON AU	Main Hall KK	21/03/2024 \$	37.00
COLES 0332 BOORAGOON AU	Catering	21/03/2024 \$	11.21
COLES 0332 BOORAGOON AU	Office Supplies	21/03/2024 \$	62.63
BUNNINGS 317000 MELVILLE AU	Main Hall KK	22/03/2024 \$	219.08
ANIMAKER INC. 8883599292 US	S/Eng SB	22/03/2024 \$	125.31
KERBSIDE CAFE MOUNT PLEASAN AU	Catering	25/03/2024 \$	144.00
OFFICEWORKS BENTLEIGH EAS AU	Office Supplies	25/03/2024 \$	170.33
GESHA COFFEE CO BIBRA LAKE AU	Rental of C Machine	25/03/2024 \$	176.36
GESHA COFFEE CO BIBRA LAKE AU	Office Supplies	25/03/2024 \$	397.30
WOOLWORTHS/857 CANNING MT PLEASANT AU	CD Culture Event	27/03/2024 \$	30.60
MISS MAUD NORTH PERTH AU	CD Culture Event	2/04/2024 \$	92.50
COLES 0332 BOORAGOON AU	CD Culture Event	2/04/2024 \$	16.15
BIG LOAF PTY LTD O'CONNOR AU	CD Culture Event	2/04/2024 \$	93.00
SQ *BAKEHOUSE ON CRANF 1800595310 AU	Community Training Event	6/03/2024 \$	200.00
COLES ONLINE HAWTHORN EAST AU	Blue Gum Events & Community Training	11/03/2024 \$	129.84
THEGOODGROCER/80 CRANF MT PLEASANT AU	Community Group Training	13/03/2024 \$	42.94

Payee	Description	Date	Amount
THE FRUIT BASKET MOUNT PLEASAN AU	Community Group Training	13/03/2024	\$ 55.77
FACEBK LUMNH2LLS2 fb.me/ads IE	Advertising	5/03/2024	\$ 1,287.50
FACEBK *MSRB22LMS2 fb.me/ads IE	Advertising	11/03/2024	\$ 1,287.50
FACEBK WH7CD24MS2 fb.me/ads IE	Advertising	18/03/2024	\$ 1,287.50
FACEBK *5WAW2LMS2 fb.me/ads IE	Advertising	21/03/2024	\$ 1,287.50
FACEBK *CVMGF2ULS2 fb.me/ads IE	Advertising	26/03/2024	\$ 1,287.50
FACEBK *LN5LE3LLS2 fb.me/ads IE	Advertising	2/04/2024	\$ 1,287.50
FACEBK *6UJ4M2GMS2 fb.me/ads IE	Advertising	2/04/2024	\$ 8.19
Aust Institute of Ma Perth AU	Staff Training	12/03/2024	\$ 849.00
LGPA PERTH AU	LGPA Yearly Membership	18/03/2024	\$ 500.00
INDUSTRIAL PROTECTIV MYAREE AU	PPE for Building Surveyors	18/03/2024	\$ 673.37
Aust Institute of Ma Perth AU	Staff Training	22/03/2024	\$ 1,451.00
LOCAL GOVERNEMENT MANA MT HAWTHORN AU	Staff Training	25/03/2024	\$ 800.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering	28/03/2024	\$ 44.00
SQ *MOVAT PTY LTD ATF 1800595310 AU	SES SMS System	12/03/2024	\$ 116.87
COLES 0391 KARDINYA AU	Office Supplies	20/03/2024	\$ 28.50
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	7/03/2024	\$ 30.70
JACKSONS DRAWING SUPPL ALFRED COVE AU	Aboriginal Art Group Supplies	8/03/2024	\$ 262.80
FRESH PROVISIONS BICTON AU	Catering	11/03/2024	\$ 113.62
SQUARESPACE INC. HTTPSSQUARESP US	Website Service Open Studios	11/03/2024	\$ 339.90
POSH PIZZA BICTON BICTON AU	Catering	11/03/2024	\$ 146.29
MARMION ST FRESH AND G MELVILLE AU	Catering	14/03/2024	\$ 55.00
MARMION ST FRESH AND G MELVILLE AU	Catering	14/03/2024	\$ 200.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Consumables Artist PD Sessions	15/03/2024	\$ 144.60
GARDEN CITY NEWS BOORAGOON AU	Office Supplies	18/03/2024	\$ 67.32
CITYMELVILLE CIVIC BOORAGOON AU	Event	20/03/2024	\$ 32.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	21/03/2024	\$ 141.10
ARTSOURCE FREMANTLE AU	Membership Renewal	21/03/2024	\$ 210.00
ART AND CRAFT WORLD MORLEY AU	Art Supplies	22/03/2024	\$ 139.12
UWA PUBLISHING PERTH AU	Resources for Book Club	22/03/2024	\$ 30.13
PAYPAL *BIGWPHOTOSO 4029357733 AU	Office Supplies	25/03/2024	\$ 234.00
COLES 0332 BOORAGOON AU	Catering	25/03/2024	\$ 81.16
COLES 0332 BOORAGOON AU	Catering	27/03/2024	\$ 80.87
KMART 1162 BOORAGOON AU	Main Hall Furnishings	28/03/2024	\$ 190.00
Woolworths Online BELLA VISTA AU	Office Supplies	28/03/2024	\$ 97.47
LAMP REPLACEMENTS AUST O'CONNOR AU	Main Hall - Lamp Replacement	2/04/2024	\$ 21.96
BUNNINGS 317000 MELVILLE AU	Main Hall - Hardware	2/04/2024	\$ 207.13
BUNNINGS 317000 MELVILLE AU	Refund	2/04/2024	\$ -49.95
UNWNCA CANBERRA AU	Handouts - International Women's Day	7/03/2024	\$ 800.00
OFFICEWORKS 0616 O'CONNOR AU	Office Supplies	7/03/2024	\$ 74.88
DEPT OF JUSTICE-CTG PA PERTH AU	Lodgement of Prosecution - FR2448/2024	11/03/2024	\$ 171.70
DEPT OF JUSTICE-CTG PA PERTH AU	Lodgement of Prosecution - FR2430-2432/2	11/03/2024	\$ 171.70
TAI CHI PRODUCTIONS BEVERLY HILLS AU	Tai Chi Instructor Pack - LeisureFit	13/03/2024	\$ 125.47
EB *Tai Chi for Arthri 801-413-7200 AU	Tai Chi Instructor pack - LeisureFit	14/03/2024	\$ 80.00
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Dog Food for Dog Trap	20/03/2024	\$ 6.00
PALMYRA VETERINARY HOS PALMYRA AU	Microchipping of Pound Dog	27/03/2024	\$ 75.00
OFFICEWORKS 0616 O'CONNOR AU	Reminiscence Kits	4/03/2024	\$ 15.45
COLES 0332 BOORAGOON AU	Office Supplies	6/03/2024	\$ 29.80
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering	8/03/2024	\$ 29.00
Games World Booragoon Booragoon AU	Puzzle Race Prizes	11/03/2024	\$ 39.99
KMART 1162 BOORAGOON AU	Workshop Supplies	21/03/2024	\$ 30.00
SPOTLIGHT MELVILLE MYAREE AU	Office Supplies	4/03/2024	\$ 168.00
SPOTLIGHT MELVILLE MYAREE AU	Office Supplies	4/03/2024	\$ 84.00
KITCHEN WAREHOUSE ME MELVILLE AU	Office Supplies	5/03/2024	\$ 147.85
BEAUFORT ST BOOKS MOUNT LAWLEY AU	Office Supplies	5/03/2024	\$ 5.99
REFUNDS FRAUD CMS	Refund	20/03/2024	\$ -5.99
IGA WILLAGEE WILLAGEE AU	Office Supplies	20/03/2024	\$ 20.26
CPP STATE LIBRARY PERTH AU	Library Resources	4/03/2024	\$ 9.09
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Library Resources	7/03/2024	\$ 12.40
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Library Resources	8/03/2024	\$ 15.35
WILSON PARKING PER058 WEST PERTH AU	Library Resources	15/03/2024	\$ 16.20
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Library Resources	18/03/2024	\$ 4.45
IGA WILLAGEE WILLAGEE AU	Library Resources	20/03/2024	\$ 10.80
IGA WILLAGEE WILLAGEE AU	Library Resources	20/03/2024	\$ 6.99
WOOLWORTHS/BULLCREEK S BULLCREEK AU	Library Resources	28/03/2024	\$ 2.95
LUCKY CHARM BULL CREEK BULL CREEK AU	Library Resources	2/04/2024	\$ 4.00
FUEL PAYMENT PERTH AU	Fuel	22/03/2024	\$ 162.37
Deputy deputy.com AU	Staff Scheduling App	6/03/2024	\$ 55.00
BUNNINGS 317000 MELVILLE AU	Install Materials	11/03/2024	\$ 87.94
IKEA PTY LTD TEmpe AU	Items for 8 Hickey St	13/03/2024	\$ 3,169.00

Payee	Description	Date	Amount
KMART 1162 BOORAGOON AU	Items for 8 Hickey St	14/03/2024	\$ 168.00
OLDBRIDGECELLARS NORTH FREMANT AU	Event	15/03/2024	\$ 636.00
DEPT OF RACING GAMIN EAST PERTH AU	Event	18/03/2024	\$ 58.50
OTHERSIDE BREWING CO P MYAREE AU	Event	18/03/2024	\$ 436.70
WOOLWORTHS/857 CANNING MT PLEASANT AU	Opening Night	21/03/2024	\$ 55.70
SCUTTI FRESH MARKETS APPLECROSS AU	Opening Night	21/03/2024	\$ 90.45
GRAND CRU WINE SHOP ARDROSS AU	Opening Night	25/03/2024	\$ 69.99
BUNNINGS 317000 MELVILLE AU	Install Materials	25/03/2024	\$ 226.95
AMPED DIGITAL NEDLANDS AU	Install Materials	27/03/2024	\$ 939.64
Arts Margaret River Margaret Riv AU	Event	5/03/2024	\$ 50.00
COLES 0352 MELVILLE AU	Office Supplies	7/03/2024	\$ 50.87
MEGA MUSIC AUSTRALIA MYAREE AU	Event	13/03/2024	\$ 14.95
Arts Margaret River Margaret Riv AU	Event	25/03/2024	\$ 135.00
COLES 0332 BOORAGOON AU	Resident 100th Birthday	7/03/2024	\$ 70.00
COLES 0332 BOORAGOON AU	Catering	8/03/2024	\$ 74.93
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Catering	8/03/2024	\$ 59.00
Nosh Gourmet Food an East Victoria AU	Catering	12/03/2024	\$ 88.00
Garden City 159 Booragoon AU	Dry Cleaning of Function Linen	13/03/2024	\$ 1,190.00
SQ *PERTHPECT ENGRAVER Wanneroo AU	Supplies	13/03/2024	\$ 517.00
WA ERGO FORRESTDAL AU	Office Supplies	14/03/2024	\$ 310.00
MARKETPLACE SUPPLIE CLAREMONT AU	Office Supplies	15/03/2024	\$ 360.60
MICROFIBRE-CLOTHS-A ASHMORE AU	Cleaning Cloths for Main Kitchen	21/03/2024	\$ 146.98
KMART MULGRAVE AU	Materials	4/03/2024	\$ 175.00
BOOTY BAND CO AUS BETHANIA AU	Materials	4/03/2024	\$ 143.28
MYZONE* MYZONE WA AU	Materials	4/03/2024	\$ 182.92
2XU PTY LTD CREMORNE AU	Materials	4/03/2024	\$ 53.49
MYZONE* MYZONE WA AU	Materials	5/03/2024	\$ 182.92
TWILIO SENDGRID WWW.TWILIO.CO US	Materials	7/03/2024	\$ 143.11
EB *Active Balance for 801-413-7200 AU	Materials	11/03/2024	\$ 330.00
SILVER SPRINGS HOLDING BOORAGOON AU	Materials	11/03/2024	\$ 197.45
MYZONE* MYZONE WA AU	Materials	18/03/2024	\$ 182.92
ELITE LOCK SERVICE BOORAGOON AU	Materials	19/03/2024	\$ 72.24
RLSSWA MOUNT CLAREMO AU	Materials	20/03/2024	\$ 169.00
SILVER SPRINGS HOLDING BOORAGOON AU	Materials	22/03/2024	\$ 227.15
COLES ONLINE HAWTHORN EAST AU	Materials	25/03/2024	\$ 158.50
BUNNINGS GROUP LTD HAWTHORN EAST AU	Materials	25/03/2024	\$ 30.00
KMART MULGRAVE AU	Materials	28/03/2024	\$ 120.00
KMART MULGRAVE AU	Materials	2/04/2024	\$ -120.00
IGA WILLAGEE WILLAGEE AU	Office Supplies	4/03/2024	\$ 18.50
IGA WILLAGEE WILLAGEE AU	Office Supplies	4/03/2024	\$ 23.59
Woolworths Online BELLA VISTA AU	Office Supplies	6/03/2024	\$ 254.20
THE FRUIT BASKET MOUNT PLEASAN AU	Catering	8/03/2024	\$ 30.42
KMART 1162 BOORAGOON AU	Catering	8/03/2024	\$ 25.00
SQ *BAKEHOUSE ON CRANF Mount Pleasant AU	Office Supplies	8/03/2024	\$ 25.00
OFFICEWORKS 0616 O'CONNOR AU	Office Supplies	11/03/2024	\$ 224.39
IGA WILLAGEE WILLAGEE AU	Office Supplies	11/03/2024	\$ 33.17
IGA WILLAGEE WILLAGEE AU	Office Supplies	12/03/2024	\$ 16.29
Woolworths Online BELLA VISTA AU	Office Supplies	13/03/2024	\$ 259.37
IGA WILLAGEE WILLAGEE AU	Office Supplies	13/03/2024	\$ 29.40
IGA WILLAGEE WILLAGEE AU	Office Supplies	13/03/2024	\$ 85.90
IGA WILLAGEE WILLAGEE AU	Office Supplies	15/03/2024	\$ 5.00
JACKSONS DRAWING SUPPL FREMANTLE AU	Office Supplies	18/03/2024	\$ 502.00
SQ *DJ'S WILLAGEE LUNC Willagee AU	Office Supplies	18/03/2024	\$ 39.00
TARGET 5036 FREMANTLE AU	Office Supplies	18/03/2024	\$ 54.15
IGA WILLAGEE WILLAGEE AU	Office Supplies	18/03/2024	\$ 20.14
IGA WILLAGEE WILLAGEE AU	Office Supplies	18/03/2024	\$ 45.33
RED DOT STORES FREMANTLE AU	Office Supplies	18/03/2024	\$ 45.98
NAM HANG HOLDINGS PT WILLAGEE AU	Office Supplies	18/03/2024	\$ 14.40
IGA WILLAGEE WILLAGEE AU	Office Supplies	19/03/2024	\$ 7.99
IGA WILLAGEE WILLAGEE AU	Office Supplies	20/03/2024	\$ 27.46
IGA WILLAGEE WILLAGEE AU	Office Supplies	20/03/2024	\$ 7.00
Woolworths Online BELLA VISTA AU	Office Supplies	21/03/2024	\$ 299.77
KMART 1162 BOORAGOON AU	Office Supplies	22/03/2024	\$ 133.40
IGA WILLAGEE WILLAGEE AU	Office Supplies	25/03/2024	\$ 30.55
Woolworths Online BELLA VISTA AU	Office Supplies	27/03/2024	\$ 292.04
Woolworths Online BELLA VISTA AU	Office Supplies	27/03/2024	\$ 106.90
KMART 1024 KARDINYA AU	Office Supplies	28/03/2024	\$ 59.00
GILBERTS FRESH HILTO HILTON AU	Meerlinga Session	13/03/2024	\$ 29.98
WOOLWORTHS/CNR STOCK R MELVILLE AU	Child Safe Focus Group	19/03/2024	\$ 10.50
Westfield Booragoon Booragoon AU	Child Safe Focus Group	19/03/2024	\$ 45.90

Payee	Description	Date	Amount
GILBERTS FRESH HILTO HILTON AU	Meerilinga Park session	27/03/2024	\$ 25.48
ORG SUB FEE HTTPSWWW.EVEN US	Supplies	4/03/2024	\$ 29.87
EB *Refund to buyer 801-413-7200 AU	Supplies	7/03/2024	\$ 7.00
ESSENTIAL BRANDS FRANC Burleigh AU	Supplies	13/03/2024	\$ 383.00
KAKULAS SISTER GROCER FREMANTLE AU	Supplies	14/03/2024	\$ 127.54
STUFFED WITH PLUSH TOY MELROSE PARK AU	Supplies	15/03/2024	\$ 119.27
BOCCHETTA PLUSH TOYS BURLEIGH HEAD AU	Supplies	15/03/2024	\$ 213.80
WINTHROP GARDENS SUP WINTHROP AU	Supplies	20/03/2024	\$ 13.83
SPUDSHED JANDAKOT AU	Supplies	22/03/2024	\$ 10.93
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Swim School	12/03/2024	\$ 47.60
SPOTLIGHT MELVILLE MYAREE AU	Swim School Consumables	13/03/2024	\$ 32.00
INSTRUMENT CHOICE DRY CREEK AU	Lux Metre	14/03/2024	\$ 514.80
ICELEMONS TRADING PT MYAREE AU	Materials	20/03/2024	\$ 80.20
KENNARDS HIRE HO WA SEVEN HILLS AU	Materials	21/03/2024	\$ 400.00
LIQUORLAND 3374 BOORAGOON AU	Catering	11/03/2024	\$ 13.98
COLES 0332 BOORAGOON AU	Office Supplies	11/03/2024	\$ 89.26
LIQUORLAND 3374 BOORAGOON AU	Catering	11/03/2024	\$ 18.64
COLES 0332 BOORAGOON AU	Office Supplies	11/03/2024	\$ 167.46
SQ *THE GREEN BEAN COF North Coogee AU	Office Supplies	11/03/2024	\$ 22.50
AMPOL MELVILLE 55467FV MELVILLE AU	Others	12/03/2024	\$ 10.00
CLICKSEND.COM RECHARGE SOUTH PERTH AU	PN - Communication	13/03/2024	\$ 20.00
CLICKSEND.COM RECHARGE SOUTH PERTH AU	PN - Communication	20/03/2024	\$ 20.00
MARMION ST FRESH AND G MELVILLE AU	Catering	25/03/2024	\$ 170.50
WOOLWORTHS/GARDEN CITY BOORAGOON AU	Office Supplies	25/03/2024	\$ 63.55
CLICKSEND.COM RECHARGE SOUTH PERTH AU	PN - Communication	26/03/2024	\$ 20.00
Nandos MYAREE Myaree AU	Catering	19/03/2024	\$ 187.75
ICELEMONS TRADING PT MYAREE AU	Others	20/03/2024	\$ 13.90
THE CHAMBER OF ARTS AN PERTH AU	Chamber of Arts Membership Renewal	20/03/2024	\$ 660.00
GOOGLE*CLOUD S9V52G CC GOOGLE.COM AU	Subscription Fee	4/03/2024	\$ 68.83
ASANA.COM SYDNEY AU	Subscription Fee	25/03/2024	\$ 829.80
COLES 0332 BOORAGOON AU	Office Supplies	11/03/2024	\$ 80.00
COLES ONLINE HAWTHORN EAST AU	Office Supplies	11/03/2024	\$ 251.75
DUSK COCKBURN SUCCESS AU	Catering	11/03/2024	\$ 195.88
WALGA EVENTS WEST LEEDERVI AU	Event	19/03/2024	\$ 380.00
IGA WILLAGEE WILLAGEE AU	Office Supplies	22/03/2024	\$ 18.47
			\$ 79,610.16
Total			\$ 100,432.79

6002A Nature Type

STATEMENT OF FINANCIAL ACTIVITY_{by Nature or Type}
For the period 1 July 2023 to 30 April 2024

	April Actual \$	YTD Rev. Budget \$	YTD Actual \$	Variance \$	Variance %	Annual Rev. Budget \$
Revenue						
Rates	11,858	102,782,725	102,530,897	(251,828)	0%	102,850,392
Grants & Contributions	72,975	1,516,941	479,528	(1,037,412)	-68%	5,827,833
Fees & Charges	1,276,701	14,566,231	14,558,596	(7,635)	0%	16,602,689
Service Charges	227	2,616,960	2,625,196	8,236	0%	2,616,960
Interest Earnings	928,721	8,760,000	8,922,812	162,812		10,435,000
Other Revenue	211,261	1,025,985	1,253,673	227,688	22%	1,470,808
	2,501,743	131,268,842	130,370,702	(898,140)	-1%	139,803,681
Expenses						
Employee Costs	(4,505,401)	(53,042,690)	(47,874,297)	5,168,392	-10%	(61,319,382)
Materials & Contracts	(2,326,618)	(32,891,282)	(29,227,106)	3,664,176	-11%	(40,829,752)
Utilities	(216,589)	(3,538,955)	(3,559,649)	(20,694)	1%	(4,306,852)
Insurance	0	(1,404,971)	(1,286,941)	118,030	-8%	(1,406,838)
Depreciation	(2,772,764)	(28,961,805)	(28,153,474)	808,331	-3%	(33,125,863)
Finance Costs	0	(52,092)	(56,987)	(4,895)	9%	(54,922)
Other Expenditure	54,675	452,924	456,121	3,197	1%	(449,918)
	(9,766,698)	(119,438,871)	(109,702,333)	9,736,536	-8%	(141,493,527)
	(7,264,954)	11,829,970	20,668,369	8,838,399	75%	(1,689,846)
Grants/Contributions for the Development of Assets						
Non-Operating Grants, Subsidies and Contributions	77,930	397,206	475,136	77,930	20%	8,998,539
(Profit)/Loss on Disposal of Assets						
Proceeds on Disposal	(3,932)	422,575	387,856	(34,719)	-8%	2,509,340
Net Book Value from Disposal of Assets	(6,743)	(35,258)	(245,322)	(210,065)	596%	(423,090)
	(10,675)	387,318	142,534	(244,784)	-63%	2,086,250
NET RESULT	(7,197,700)	12,614,494	21,286,039	8,671,545	69%	9,394,944
Other Comprehensive Income	-	-	-			-
Total Other Comprehensive Income	-	-	-			-
TOTAL COMPREHENSIVE INCOME	(7,197,700)	12,614,494	21,286,039			9,394,944

6002B Program

RATE SETTING STATEMENT by Program
For the period 1 July 2023 to 30 April 2024

	<i>April Actual \$</i>	<i>YTD Rev. Budget \$</i>	<i>YTD Actual \$</i>	<i>Variance \$</i>	<i>Variance %</i>	<i>Annual Budget \$</i>	<i>Annual Rev. Budget \$</i>
OPERATING ACTIVITIES							
Revenue from operating activities (excluding rates and non-operating grant, subsidies and contributions)							
Governance	0	-	6,268	6,268	100%	-	-
General Purpose Funding	941,233	10,023,277	9,147,035	(876,242)	-9%	12,750,000	14,796,531
Law, Order, Public Safety	23,639	2,856,460	2,881,351	24,891	1%	2,865,660	2,865,660
Health	6,341	265,206	236,307	(28,900)	-11%	278,140	280,140
Education & Welfare	63,029	296,828	307,039	10,210	3%	331,814	641,346
Housing	7,754	97,197	89,492	(7,705)	-8%	116,070	116,070
Community Amenities	201,225	3,284,034	3,210,047	(73,987)	0%	3,837,613	3,837,613
Recreation and Culture	701,029	7,309,644	7,343,211	33,567	0%	7,581,486	9,301,740
Transport	209,625	1,442,673	1,450,529	7,855	0%	1,415,520	1,860,720
Economic Services	317,821	2,628,456	2,871,987	243,531	9%	2,978,735	2,898,735
Other Property and Services	7,513	669,659	439,073	(230,586)	-34%	334,635	2,440,986
	2,479,210	28,873,434	27,982,339	(891,095)		32,489,671	39,039,540
Expenditure from operating activities							
Governance	(445,486)	(5,603,461)	(5,012,494)	590,967	-11%	(6,431,439)	(6,660,548)
General Purpose Funding	(62,845)	(1,279,430)	(1,186,583)	92,847	-7%	(1,391,235)	(1,391,235)
Law, Order, Public Safety	(349,997)	(4,330,372)	(3,730,505)	599,867	-14%	(4,887,128)	(4,974,321)
Health	(92,767)	(1,060,890)	(994,205)	66,686	-6%	(1,278,975)	(1,213,975)
Education & Welfare	(485,275)	(2,400,833)	(2,211,629)	189,204	-8%	(2,386,002)	(2,896,883)
Housing	(6,883)	(106,211)	(106,508)	(297)	0%	(122,949)	(122,949)
Community Amenities	(1,320,864)	(22,980,525)	(20,201,910)	2,778,615	-12%	(28,067,956)	(28,544,586)
Recreation and Culture	(3,310,796)	(39,665,339)	(37,874,039)	1,791,300	-5%	(41,278,590)	(46,681,382)
Transport	(1,880,345)	(22,082,730)	(21,091,571)	991,159	-4%	(23,972,722)	(25,817,245)
Economic Services	(182,506)	(2,574,934)	(2,175,594)	399,339	-16%	(3,031,771)	(2,950,571)
Other Property and Services	(1,628,934)	(17,354,144)	(15,117,295)	2,236,849	-13%	(18,316,775)	(20,239,330)
	(9,766,698)	(119,438,869)	(109,702,333)	9,736,536		(131,165,543)	(141,493,027)
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	10,675	(387,318)	(142,534)	244,784	-63%	-	(2,086,250)
Depreciation on Assets	2,772,764	28,961,804	28,153,474	(808,329)	-3%	25,109,134	33,675,747
Plant Capital Charge	-	-	-	-	100%	-	-
Plant Investment Provision						235,305	235,305
Movement in Deferred Rates	28,523	-	215,443	215,443	100%	-	-
	2,811,962	28,574,486	28,226,383	(348,103)		25,344,439	31,824,802
Investing Activities							
Non-operating grants, subsidies and contributions	77,930	397,206	475,136	77,930		3,238,346	8,998,539
Proceeds from Carawatha Equity	-	-	-	-		-	-
Proceeds from Disposal of Assets	(3,932)	422,575	387,856	(34,719)	-8%	423,090	2,509,340
Purchase of Furniture & Equipment	(64,120)	(1,904,625)	(1,470,726)	433,899	-23%	(2,811,304)	(5,044,846)
Purchase of Plant & Equipment	(275,923)	(3,055,589)	(3,007,925)	47,664	-2%	(1,247,955)	(7,592,176)
Purchase of Land & Buildings	(1,515,881)	(9,277,691)	(9,163,399)	114,292	-1%	(22,891,707)	(30,136,534)
Purchase of Infrastructure Assets	(3,059,775)	(17,364,252)	(17,038,625)	325,627	-2%	(32,268,804)	(41,351,429)
	(4,841,701)	(30,782,376)	(29,817,683)	964,693		(55,558,334)	(72,617,106)
Financing Activities							
Repayment of Debentures	-	(162,101)	(162,099)	2	0%	(175,681)	(175,681)
Self-Supporting Loan Principal Revenue	-	169,555	157,657	(11,898)	-7%	188,199	188,199
Funds to be Set Aside	-	-	-	-	100%	(36,855,094)	(39,017,442)
Funds to be Used	-	-	-	-	100%	61,104,935	78,993,607
Carry Forward Funds	-	-	-	-	100%		
	0	7,454	(4,443)	(11,897)		24,262,359	39,988,683
Estimated surplus / (deficit) - B/Fwd	28,959,344	-	438,815			2,294,216	438,815
Estimated (surplus) / deficit - C/Fwd	(19,653,976)	(10,016,854)	(19,653,976)				(32,098)
Amount to be raised from general rates	(11,858)	(102,782,725)	(102,530,897)			(102,333,191)	(102,850,392)

6002B Nature Type

RATE SETTING STATEMENT by Nature or Type
For the period 1 July 2023 to 30 April 2024

	<i>April Actual \$</i>	<i>YTD Rev. Budget \$</i>	<i>YTD Actual \$</i>	<i>Variance \$</i>	<i>Variance %</i>	<i>Annual Budget \$</i>	<i>Annual Rev. Budget \$</i>
OPERATING ACTIVITIES							
Revenue from operating activities (excluding rates and non-operating grant, subsidies and contributions)							
Grants & Contributions	72,975	1,516,941	479,528	(1,037,412)	-68%	4,327,530	5,827,833
Fees & Charges	1,276,701	14,566,231	14,558,596	(7,635)	0%	14,929,174	16,602,689
Service Charges	227	2,616,960	2,625,196	8,236	0%	2,616,960	2,616,960
Investment Earnings	928,721	8,760,000	8,922,812	162,812	2%	9,415,000	10,435,000
Other Revenue	200,586	1,413,303	1,396,207	(17,096)		1,201,008	3,557,058
	2,479,210	28,873,434	27,982,339	(891,095)		32,489,671	39,039,540
Expenditure from operating activities							
Employee Costs	(4,505,401)	(53,042,690)	(47,874,297)	5,168,392	-10%	(61,464,748)	(61,319,382)
Materials & Contracts	(2,326,618)	(32,891,282)	(29,227,106)	3,664,176	-11%	(37,710,133)	(40,620,547)
Utilities	(216,589)	(3,538,955)	(3,559,649)	(20,694)	1%	(4,218,352)	(4,306,852)
Insurance	0	(1,404,971)	(1,286,941)	118,030	-8%	(1,406,838)	(1,406,838)
Depreciation	(2,772,764)	(28,961,805)	(28,153,474)	808,331	-3%	(24,768,455)	(33,335,068)
Finance Costs	0	(52,092)	(56,987)	(4,895)	9%	(54,922)	(54,922)
Other Expenditure	54,675	452,927	456,121	3,195	1%	(1,542,096)	(449,918)
	(9,766,698)	(119,438,869)	(109,702,333)	9,736,536		(131,165,543)	(141,493,527)
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	10,675	(387,318)	(142,534)	244,784	-63%	-	(2,086,250)
Depreciation on Assets	2,772,764	28,961,804	28,153,474	(808,329)	-3%	25,109,134	33,675,747
Plant Capital Charge	-	-	-	-	100%	-	-
Plant Investment Provision						235,305	235,305
Movement in Deferred Rates	28,523	-	215,443	215,443	100%	-	-
	2,811,962	28,574,486	28,226,383	(348,103)		25,344,439	31,824,802
Investing Activities							
Non-operating grants, subsidies and contrib	77,930	397,206	475,136	77,930		3,238,346	8,998,539
Proceeds from Carawatha Equity	0	-	0	-		-	-
Proceeds from Disposal of Assets	(3,932)	422,575	387,856	(34,719)	-8%	423,090	2,509,340
Purchase of Furniture & Equipment	(64,120)	(1,904,625)	(1,470,726)	433,899	-23%	(2,811,304)	(5,044,846)
Purchase of Plant & Equipment	(275,923)	(3,055,589)	(3,007,925)	47,664	-2%	(1,247,955)	(7,592,176)
Purchase of Land & Buildings	(1,515,881)	(9,277,691)	(9,163,399)	114,292	-1%	(22,891,707)	(30,136,534)
Purchase of Infrastructure Assets	(3,059,775)	(17,364,252)	(17,038,625)	325,627	-2%	(32,268,804)	(41,351,429)
	(4,841,701)	(30,782,376)	(29,817,683)	964,693		(55,558,334)	(72,617,106)
Financing Activities							
Repayment of Debentures	-	(162,101)	(162,099)	2	0%	(175,681)	(175,681)
Self-Supporting Loan Principal Revenue	0	169,555	157,657	(11,898)	-7%	188,199	188,199
Funds to be Set Aside	-	-	-	-	100%	(36,855,094)	(39,017,442)
Funds to be Used	-	-	-	-	100%	61,104,935	78,993,607
Carry Forward Funds	-	-	-	-	100%		
	0	7,454	(4,443)	(11,897)		24,262,359	39,988,683
Estimated surplus / (deficit) - B/Fwd	28,959,344	-	438,815			2,294,216	438,815
Estimated (surplus) / deficit - C/Fwd	(19,653,976)	(10,016,854)	(19,653,976)				(31,599)
Amount to be raised from general rates	(11,858)	(102,782,725)	(102,530,897)	(251,828)		(102,333,191)	(102,850,392)

6002E

REPRESENTATION OF NET WORKING CAPITAL				
AS AT 30 APRIL 2024				
Net Current Assets Represented by	30 APRIL 2024		31 MARCH 2024	
Current Assets				
Cash & Cash Equivalents				
Cash in Hand	2,816		2,816	
Cash at Bank/(Overdraft)	3,999,784		852,360	
Investments	185,294,451		198,724,680	
		189,297,051		199,579,856
Trade & Other Receivables				
Debtors - Rates	5,940,128		6,613,810	
Debtors - Security Charge	122,858		128,754	
Debtors - Pool Inspection Fee	20,904		21,773	
Debtors - Instalment Fee	22		22	
Debtors - UGP	177,159		183,648	
Debtors - Refuse	61,409		66,643	
FESA Levy Debtors	1,110,907		1,225,348	
Pensioner Rebates	1,527,495		1,676,408	
Sundry Debtors	924,433		561,924	
Less : Provision for Doubtful Debts	(166,508)		(166,508)	
		9,718,807		10,311,821
Inventories	174,489	174,489	166,659	166,659
Other Financial Assets				
Accrued Income	3,764,640		3,685,452	
Prepayments	517,384		517,384	
Other	0		0	
GST Claim (Net)	662,595		606,543	
		4,944,620		4,809,380
Total Current Assets		204,134,966		214,867,715
Current Liabilities				
Trade & Other Payables				
FESA Levy Payable	1,516,646		2,935,436	
Sundry Creditors	17,745,471		17,912,177	
Amount Received in Advance	1,389,030		1,251,139	
		20,651,148		22,098,753
Provisions				
Provision for Long Service Leave	4,323,327		4,279,913	
Provision for Annual Leave	4,023,988		4,050,026	
Accrued Wages	14,878		14,878	
		8,362,193		8,344,817
Total Current Liabilities		29,013,340		30,443,569
Net Current Assets		175,121,626		184,424,145
Less: Restricted Assets				
Reserves	155,077,911		155,077,911	
		155,077,911		155,077,911
Timing Difference		389,739		386,890
Net Working Capital		19,653,976		28,959,344

**NET WORKING CAPITAL RECONCILIATION
FOR THE MONTH OF APRIL 2024**

	YTD Actual \$
Net Result	21,286,039
Add:	
Surplus B/Fwd.	438,815
Proceeds on disposal of Assets	387,856
Carry Forward Reserve Transfers	-
Reserve: Funds to be Used	-
Self Supporting Loans - Principal (Net)	(4,442)
Depreciation Written back	28,153,474
Plant Capital Charge	-
(Profit)/Loss on Asset Disposal	(142,534)
Sub Total	50,119,208
Less:	
Acquisition of Fixed assets	13,642,050
Proceeds from Carawatha Equity	-
Expenditure on Infrastructure assets	17,038,625
Reserve: Funds to be Set Aside	-
Non Current Adjustments	(215,443)
Sub Total	30,465,232
Net Working Capital	19,653,976

Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 30 April 2024

This report provides commentary on the year-to-date variances identified in attachment 6002B – Rate Setting Statement by Nature and Type, for the period ended 30 April 2024.

In accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, a local government is required each financial year, to adopt a percentage or value to be used in statements of financial activity for the reporting of material variances. The City's Accounting Policy CP-025, indicates that this will occur each year when adopting the annual budget. When adopting the 2023-2024 Annual Budget, a level of 10% or \$100,000 (whichever is the greater) was adopted for the reporting of material variances for the 2023-2024 financial year. Variances less than 10% or \$100,000 are not considered material and are not detailed in this report.

Variances are based on 'Actual' income raised and expenditure incurred, compared to the Year-to-Date Revised Budget and are shown in the Year-to-Date Budget Variance column in the tables below. The main reasons for the variances are outlined in this report.

In the tables below, positive variances are shown in black coloured font, and negative variances are shown in both parentheses and in red coloured font, i.e. (XXX.XX). These tables refer to the applicable nature and type variance.

Operating Revenue

Rates	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	102,782,725	102,530,897	(251,828)
<i>Residential rate income showed a net negative variance of \$217,467 due to various minor rate adjustments.</i>			(217,467)
<i>Commercial rate income showed a net negative variance of \$34,361 due to various minor rate adjustments.</i>			(34,361)

Grants and Contributions	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	1,516,941	479,528	(1,037,413)
<i>Negative timing variance related to Roads and General Purpose Federal Assistance Grants. An advance payment of the 2024-2025 allocation of the Federal Assistance grants is expected over the next two months after which this variance will reduce.</i>			(1,026,531)
<i>Other minor variances.</i>			(10,882)

Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 30 April 2024

Operating Revenue (cont.)

Investment Earnings	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	8,760,000	8,922,812	162,812
<i>Reserve fund interest positive variance due to higher than expected reserve balances.</i>			329,488
<i>Municipal fund interest negative variance due to interest rates being lower than expected.</i>			(142,473)
<i>Other minor variances related mainly to late payment interest on outstanding rates accounts.</i>			(24,203)

Operating Expenditure

Employee Costs	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(53,042,690)	(47,874,297)	5,168,393
<i>A significant element of the underspend in employment costs relates to the timing of leave of \$1,926,723. The remaining underspend of \$3,241,670 is indicative of several staff vacancies across the organisation.</i>			
<i>Natural Areas and Parks – Positive variance due to a Natural Areas Team Leader vacancy and previous vacancies in Parks Maintainer roles.</i>			739,152
<i>Community Safety – Positive variance due mainly to previous staff vacancies in the Manager Community Safety and Community Safety and Service roles and a Parking Officer vacancy.</i>			407,233
<i>Neighbourhood Development – Positive variance due to previous staff vacancies including the customer relations team i.e. Coordinator Customer Relations and casual Customer Experience Officer roles.</i>			390,174
<i>Information Technology - Positive variance due mainly to previous staff vacancies in the ICT Support Officer and ICT Project Officer roles.</i>			354,619
<i>Building and Environmental Health Services – Positive variance due mainly to staff vacancies in the Senior Building Surveyor and Assistant Building Surveyor roles.</i>			346,433
<i>Resource Recovery and Fleet Services - Positive variance due mainly to vacancies in the Waste Collection Driver and Heavy Duty Mechanic roles.</i>			334,458

Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 30 April 2024

Operating Expenditure (cont.)

Employee Costs (cont.)	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(53,042,690)	(47,874,297)	5,168,393
<i>Financial Services - Positive variance due mainly to staff vacancies in the Finance Officer and Rates and Debtors Officer roles.</i>			312,678
<i>Library Services – Positive variance due to several staff vacancies, and the closure of Willagee library since October 2023.</i>			289,127
<i>Engineering – Positive variance due to a vacancy in the Engineering Technical Officer role and various minor underspends.</i>			219,399
<i>City Buildings and Projects – Positive variance due to a previous staff vacancy in the Building Maintenance Support Officer role, and various minor underspends.</i>			214,976
<i>Cultural Development – Positive variance due to various minor underspends.</i>			214,607
<i>Director Corporate Services – Positive variance due to various minor underspends.</i>			196,249
<i>Corporate Strategy and Communications - Positive variance due mainly to previous staff vacancy in the Digital and Content Officer role.</i>			145,508
<i>Governance - Positive variance due to a vacancy in the Elected Member Support Officer role and various minor underspends.</i>			140,294
<i>Director Urban Planning - Positive variance due to various minor underspends.</i>			136,751
<i>Director Community Development - Positive variance due mainly to a previous vacancy in the Director Community Development role.</i>			124,860
<i>People and Culture - Positive variance due to various minor underspends.</i>			107,391
<i>Director Environment and Infrastructure - Positive variance due to various minor underspends.</i>			101,411
<i>The remaining variance relates to minor variances in other service areas.</i>			393,073

Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 30 April 2024

Operating Expenditure (cont.)

Materials and Contracts	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(32,891,282)	(29,227,106)	3,664,176
<i>Resource Recovery Services shows underspends of \$1,349,750 related mainly to waste disposal and recycling costs. These underspends relate mostly to lower gate fees and tonnages for recycling and FOGO disposal costs, partially offset by increases in domestic refuse collection tonnages.</i>			1,425,102
<i>Fleet shows a positive variance of \$75,351 related mainly to Fuel.</i>			
<i>Engineering shows a positive variance relating to minor timing variances on contractors' budgets across the City's various maintenance programs, including a positive variance of \$204,881 in Design Services, \$125,156 in Drainage Maintenance and other various minor variances.</i>			600,387
<i>Natural Areas and Parks shows a positive variance made up of minor positive and negative amounts across the City's parks and reserves.</i>			319,642
<i>Community Safety shows a positive variance made up of Contractors Ad-Hoc underspends of \$109,899, and the remaining \$91,393 is made up of minor amounts.</i>			201,292
<i>Healthy Melville positive variance made up of minor amounts across the City's recreation facilities.</i>			178,107
<i>Neighbourhood Development positive variance made up of minor amounts.</i>			177,067
<i>City Buildings and Projects shows a positive variance relating to timing variances on contractors' budgets across the City's various buildings, the most significant locations being the Civic Centre \$137,750, and other minor amounts with a net positive variance of \$34,660.</i>			172,410
<i>Chief Executive Officer positive variance made up of minor amounts, including a timing variance related to South West Group expenditure of \$99,031.</i>			163,203
<i>Library Services positive variance made up of Memberships Subscriptions and Online Resources (\$33,674), Contract payments (\$50,410), Library Stock purchases (\$27,858), and other minor amounts.</i>			145,450
<i>Strategic Property and Leasing shows a positive variance made up mainly of minor professional consultancy timing variances.</i>			101,939

Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 30 April 2024

Operating Expenditure (cont.)

Materials and Contracts	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(32,891,282)	(29,227,106)	3,664,176
<i>Information Technology shows a negative variance related mainly to licensing costs of \$304,862, partially offset by a positive timing variance in Project and Innovation contract payments of \$207,211 and the remaining net negative balance of \$35,754 is made up of minor amounts.</i>			(133,405)
<i>The remaining variance relates to timing variances in the Corporate Strategy and Communications, Sustainability and Climate Action service areas, with minor variances in various other service areas.</i>			312,982

Insurance	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(1,404,971)	(1,286,941)	118,030
<i>Positive variance due to insurance premium (excluding workers compensation insurance) accounts being lower than expected. In particular, Motor Vehicle and Plant \$61,349, Public Liability \$21,068 and Property and Contents \$24,278.</i>			118,030

Capital Expenditure

Purchase of Furniture and Equipment	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(1,904,625)	(1,470,726)	433,899
<i>Positive timing variance on the Website Customer Experience Project due to delays in the commencement of the project.</i>			200,000
<i>Underspends related to the replacement of mobile garbage bins.</i>			166,347
<i>Positive timing variance on new and upgrade software installations due to project delays.</i>			148,151
<i>Positive timing variance on the Intranet Future Vision Project due to delays in the commencement of the project.</i>			112,181
<i>Negative timing variance related to the purchase of computer hardware.</i>			(120,443)
<i>The remaining various positive and negative variances amount to a net negative variance.</i>			(72,337)

Statement of Variances in Excess of \$100,000 by Nature and Type
Financial Year-To-Date Ending 30 April 2024

Capital Expenditure (cont.)

Purchase of Land and Buildings	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(9,277,691)	(9,163,399)	114,292
<i>Approximately \$64,154 of the Purchase of Land and Buildings variance is due to the reversal of 2022-2023 financial year end adjustments.</i>			
<i>Various positive and negative variances amounting to a net positive variance.</i>			114,292
Purchase of Infrastructure Assets	YTD Budget \$	YTD Actual \$	YTD Budget Variance \$
	(17,364,252)	(17,038,625)	325,627
<i>Approximately \$44,191 of the Purchase of Infrastructure Asset variance is due to the reversal of 2022-2023 financial year end adjustments. These amounts are included in the category variances identified below.</i>			
<i>The remaining \$281,436 is made up of minor amounts across the Infrastructure program, which are included in the various asset categories below.</i>			
<i>Drainage – Timing variance noted related to a delay in the commencement of the Riseley Street flooding project.</i>			120,030
<i>Environmental</i>			1,294
<i>Foreshore Facilities</i>			3,576
<i>Irrigation</i>			9,355
<i>Lighting</i>			7,502
<i>Parks Streetscapes Structures</i>			2,204
<i>Paths</i>			49,128
<i>Playgrounds</i>			28,372
<i>Roads – Timing variance due to a delay in the commencement of the Wrexham Street Traffic Island Installation project.</i>			104,166

City of Melville
SUMMARY OF DEBTORS
FOR THE PERIOD ENDING : 30 April 2024

Detail	Actuals Current Month YTD	Actuals Previous Month YTD	% Diff Current Mth to Previous Mth	Actuals This Month Last Year YTD	% Diff Current Mth to Current Mth Last Yr
RATE DEBTORS					
Opening Balance - 1 July	3,379,289	3,379,289	0%	4,024,978	-16%
Rates & Charges Raised	103,089,545	103,021,037	0%	96,963,464	6%
Payments Received	(100,528,707)	(99,786,517)	1%	(95,481,401)	5%
Closing Balance	5,940,128	6,613,810	-10%	5,507,041	8%
REFUSE DEBTORS					
Opening Balance - 1 July	44,432	44,432	0%	55,131	-19%
Rates & Charges Raised	1,677,833	1,686,230	0%	1,654,209	1%
Payments Received	(1,660,857)	(1,664,020)	0%	(1,648,154)	1%
Closing Balance	61,409	66,643	-8%	61,186	0%
FESA DEBTORS					
Opening Balance - 1 July	650,906	650,906	0%	782,850	-17%
Rates & Charges Raised	18,425,249	18,424,300	0%	18,479,101	0%
Payments Received	(17,965,247)	(17,849,857)	1%	(18,214,267)	-1%
Closing Balance	1,110,907	1,225,348	-9%	1,047,684	6%
UNDERGROUND POWER DEBTORS					
Opening Balance - 1 July	304,028	304,028	0%	459,503	-34%
Rates Raised	21,841	21,411	2%	177,378	-88%
Payments Received	(148,710)	(141,791)	5%	(303,902)	-51%
Closing Balance	177,159	183,648	-4%	332,979	-47%
POOL DEBTORS					
Opening Balance - 1 July	16,677	16,677	0%	19,059	-12%
Rates & Charges Raised	492,589	492,555	0%	476,754	3%
Payments Received	(488,362)	(487,460)	0%	(475,190)	3%
Closing Balance	20,904	21,773	-4%	20,622	1%
SECURITY DEBTORS (SECL)					
Opening Balance - 1 July	92,407	92,407	0%	111,765	-17%
Rates & Charges Raised	2,627,241	2,626,825	0%	2,498,844	5%
Payments Received	(2,596,790)	(2,590,478)	0%	(2,492,422)	4%
Closing Balance	122,858	128,754	-5%	118,186	4%
INSTALMENT FEE DEBTORS					
Opening Balance - 1 July	77	77	0%	280	-73%

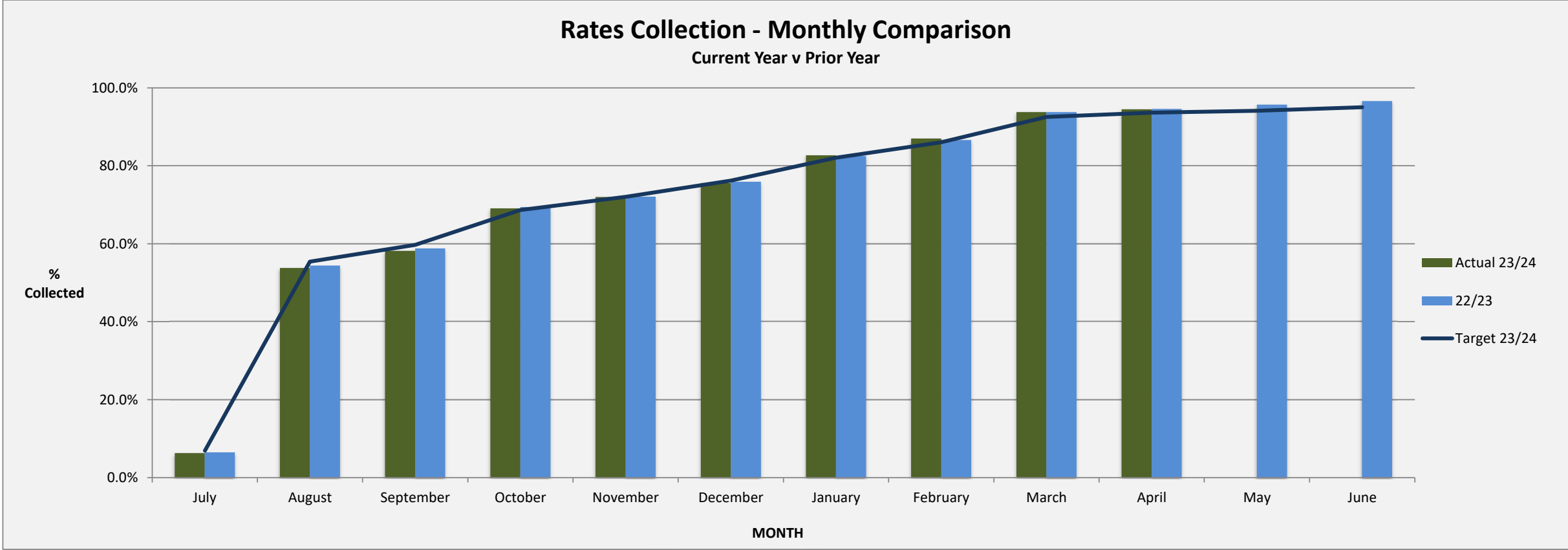
Rates & Charges Raised	4	4	0%	0	#DIV/0!
Payments Received	(59)	(59)	0%	(185)	-68%
Closing Balance	22	22	0%	95	-77%

SUMMARY OF RATE DEBTOR MOVEMENT

Detail	Actuals Current Month YTD	Actuals Previous Month YTD	% Diff Current Mth to Previous Mth	Actuals This Month Last Year YTD	% Diff Current Mth to Current Mth Last Yr
Opening Balance - 1 July	4,487,816	4,487,816	0%	5,453,565	-18%
Debtors Raised	126,334,303	126,272,363	0%	120,249,749	5%
Payments Received	(123,388,732)	(122,520,182)	1%	(118,615,521)	4%
Closing Balance	7,433,388	8,239,997	-10%	7,087,793	5%

SUMMARY OF SUNDRY DEBTOR MOVEMENT

Detail	Actuals Current Month YTD	Actuals Previous Month YTD	% Diff Current Mth to Previous Mth	Actuals This Month Last Year YTD	% Diff Current Mth to Current Mth Last Yr
Opening Balance - 1 July	901,439	901,439	0%	642,878	40%
Invoices Raised	5,128,231	4,397,706	17%	6,247,464	-18%
Receipts	(5,095,370)	(4,734,634)	8%	(5,856,538)	-13%
Prepayments	(9,868)	(2,588)	281%	(10,147)	-3%
Closing Balance	924,433	561,924	65%	1,023,658	-10%



**SUMMARY OF GENERAL DEBTORS AGED 90 DAYS OR GREATER
FOR THE MONTH ENDED 30 APRIL 2024**

Debtor Number	Debtor Name	Amount	Comments and subsequent events
Accounts with Recoveries Legal			
862573	Profutsal	\$3,348	Lodged with Recoveries Legal 20 March 2024.
569826	WA State Futsal Club	\$33,179	Lodged with Recoveries Legal 20 March 2024.
		\$ 36,526	
Payment arrangements			
832568	Individual	\$17,698	Maintaining payment plan.
861732	Healthcare WA	\$10,962	Maintaining payment plan.
862151	South Perth Futsal Club	\$5,284	Maintaining payment plan.
862342	Perth AFC Futsal Club	\$23,732	Maintaining payment plan. Increased payment from \$1,500 per month to \$2,500.
863209	Individual	\$1,873	Adhering to payment plan. Increased payment from \$200 per fortnight to \$250.
864132	Individual	\$7,991	Maintaining payment plan.
869123	Overall Group Pty Ltd	\$1,401	Maintaining payment plan.
869693	Velovelum Pty Ltd T/As Mastro Pizza	\$6,482	Adhering to payment plan.
	Total on Payment Arrangement	\$ 75,421	
Ordinary Debtors			
505578	Bluewater Grill	\$140	Statement issued 1 May 2024.
506733	Willetton Reds Hockey Club	\$1,094	60 day demand letter emailed 8 April 2024.
511030	Bluewater Pty Ltd	\$29,616	Emailed debtor 18 April 2024.
803597	Belgravia Health & Leisure Group Pty Ltd	\$10,624	Apportioning issue - lodged with INFOR. Debtor only owes current invoice.
835033	Extraordinary Mind Project	\$1,022	Statement issued 1 May 2024.
838433	Individual	\$363	Firebreak charges to be moved to rate assessment. This has been done in previous years and has been paid.
851352	Powerhouse Surf	\$35	Emailed overdue notice 28 April 2024.
855783	Advanced Traffic Management	\$920	Debtor is with Liquidators. Contact made with Grant Thornton who advised that they will issue further correspondence when they are in a position to update.
857086	Traffic Force	\$196	Emailed overdue notice 28 April 2024.
857441	Individual	\$290	Emailed overdue notice 28 April 2024.
858019	PACT Construction Pty Ltd	\$128	Emailed overdue notice 28 April 2024.
858134	Dynamic Flames Badminton Club Inc	\$1,462	Emailed overdue notice 28 April 2024.
865212	Beyond Health Chiropractic	\$53	Emailed overdue notice 28 April 2024.
865447	Individual	\$1	Paid 1 May 2024.
867184	Juluwarlu Group Aboriginal Org	\$79	Statement issued 1 May 2024.
869073	5 MacRae Pty Ltd	\$424	Statement issued 1 May 2024.
871632	Kelvar Group	\$196	Phoned debtor to advise of overdue amounts, also emailed copies of invoices.
871780	Apollo's Under 8's Girls	\$375	Statement issued 1 May 2024.
871798	Apollo's U8 Boys	\$285	Statement issued 1 May 2024.
871897	Fremantle Futsal Club	\$137	Statement issued 1 May 2024.
871905	Zhao Lin Trading Pty Ltd	\$53	Statement issued 1 May 2024.
871996	Individual	\$290	Statement issued 1 May 2024.
	Total Ordinary Debtors	\$ 47,783	
Sporting & Community Organisations			
506014	Brentwood Karoonda Sporting Association	\$21,045	Emailed club president again requesting payment.
848085	Brentwood Booragoon Football Club	\$1,365	Paid 6 May 2024.
	Total Sporting & Community Organisations	\$ 22,410	
GRAND TOTAL		\$ 182,142	
	Loans	\$ 96,156	
	Total 90 Days and over	\$ 278,298	
	Total Sundry Debts Outstanding	\$ 924,433	
	90 Days and Over % of Total Debt	30%	
	90 Days and over -Total No. of Debtors (excl Loans)	34	

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**BUDGET AMENDMENTS
FOR THE MONTH OF APRIL 2024**

Budget Amendments

Budget Amendments						Budget Amendments >\$100,000	
Account Number	Description	Journal Number	Date	Amount Transferred From	Amount Transferred To	Total Amount	Comments
442-22623-7126-000	MRWA Landscape Leach Hwy	B02493	11/04/2024		31,700	\$ 31,700	Budget created to represent funds from Main Roads for landscaping works to upgrade Leach Highway median
442-22623-5992-000	MRWA Landscape Leach Hwy			31,700			
277-28110-7888-000	Infrastructure Asset Management Reserve	B02495	16/04/2024		170,000	\$ 377,926	Decrease to budgeted funds from Infrastructure Asset Management Reserve for capital project IRR05696 Irrigation Cubicle Renewal due to project underspend
488-85550-1655-000	Irrigation			170,000			
486-85545-1555-000	Streetscapes				170,000		Increase to budgeted funds used from Public Open Space and Urban Forest Reserve for capital project STS04578 Urban Forest Renewal.
277-28116-7888-000	Public Open Space and Urban Forest Reserve			170,000			
486-85546-1635-000	Street and Park Furniture				37,926		Reallocate funds from capital project IRR05698 Irrigation Aerator Renewal to capital project PIM01908 Natural Areas and Parks Structures Renewal.
488-85550-1655-000	Irrigation			37,926			
386-22530-6000-000	Connecting to Country	B02500	30/04/2024		13,580	\$ 25,000	Budget created to represent grant funding from Department of Local Government, Sport and Cultural Industries for Connecting to Country 2023-2024.
386-22530-7126-000	Connecting to Country				2,000		
386-22530-7105-000	Connecting to Country				8,660		
386-22530-7221-000	Connecting to Country				760		
386-22530-5205-000	Connecting to Country				25,000		
				434,626	434,626	434,626	



2024-2025 RATEPAYER PROFILE

The following ratepayer profile is based on valuations effective from 1 July 2023 as a result of the revaluation of all City of Melville properties by the Valuer General.

It is proposed that in 2024-2025, the rate in the dollar on all residential land will be 7.325134 cents (7.009698 cents in 2023-2024), and all commercial land will be 9.024597 cents (8.635978 cents in 2023-2024).

In 2024-2025, the minimum rates will be \$1,434.42 on all residential land (\$1,372.65 in 2023-2024), and \$1,162.98 on all commercial/industrial land (\$1,112.90 in 2023-2024).

A handwritten signature in blue ink, appearing to read "Ian Aiyyathurai".

IAN AIYATHURAI
MANAGER FINANCIAL SERVICES

	2024-2025	2023-2024	Increase / (Decrease)	
Residential Properties				
Number	42,782	42,616	166	0.39%
Gross Rental Value	\$1,125,051,335	\$1,116,527,642	\$8,523,693	0.76%
Total Rates Levied	\$84,691,575	\$80,528,823	\$4,162,751	5.17%
Average Rate	\$1,980	\$1,890	\$90	4.76%
No. on Minimum Rate	10,278	10,437	(159)	(1.52%)

Commercial and Industrial Properties

	2024-2025	2023-2024	Increase / (Decrease)	
Number	1,839	1,828	11	0.60%
Gross Rental Value	\$249,638,622	\$247,127,073	\$2,511,549	1.02%
Total Rates Levied	\$22,634,624	\$21,444,142	\$1,190,482	5.55%
Average Rate	\$12,308	\$11,731	\$577	4.92%
No. on Minimum Rate	242	243	(1)	(0.41%)

Total Properties

	2024-2025	2023-2024	Increase / (Decrease)	
Number	44,621	44,444	177	0.40%
Gross Rental Value	\$1,374,689,957	\$1,363,654,715	\$11,035,242	0.81%
Total Rates Levied	\$107,326,199	\$101,972,966	\$5,353,233	5.25%
Residential Rates as % of total	78.91%	78.97%	(0.0)	(0.08%)
Commercial Rates as % of total	21.09%	21.03%	0	0.29%
No. on Minimum Rate	10,520	10,680	(160)	(1.50%)

1. Single Residential

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	27,371	27,079	292	1.08%
Gross Rental Value	\$783,636,075	\$773,507,261	\$10,128,814	1.31%
Total Rates Levied	\$57,800,966	\$54,608,005	\$3,192,961	5.85%
Average Rate	\$2,112	\$2,017	\$95	4.72%
No. on Minimum Rate	2,664	2,693	(29)	(1.08%)

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0- Min Rate	2,664	2,693	9.73%	9.94%	9.73%	9.94%
Min Rate-2000	12,712	14,318	46.44%	52.87%	56.18%	62.82%
2001-5000	11,742	9,870	42.90%	36.45%	99.08%	99.27%
5001-10000	238	185	0.87%	0.68%	99.95%	99.95%
10000-15000	13	11	0.05%	0.04%	99.99%	99.99%
15001-20000	1	1	0.00%	0.00%	100.00%	100.00%
over 20000	1	1	0.00%	0.00%	100.00%	100.00%

2. Duplex

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	4,750	4,767	(17)	(0.36%)
Gross Rental Value	\$107,192,850	\$107,450,510	(\$257,660)	(0.24%)
Total Rates Levied	\$8,208,311	\$7,877,899	\$330,412	4.19%
Average Rate	\$1,728	\$1,653	\$75	4.57%
No. on Minimum Rate	1,769	1,788	(19)	(1.06%)

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0- Min Rate	1,769	1,788	37.24%	37.51%	37.24%	37.51%
Min Rate-2000	2,095	2,245	44.11%	47.09%	81.35%	84.60%
2001-5000	886	734	18.65%	15.40%	100.00%	100.00%
5001-10000	0	0	0.00%	0.00%	100.00%	100.00%
10000-15000	0	0	0.00%	0.00%	100.00%	100.00%
15001-20000	0	0	0.00%	0.00%	100.00%	100.00%
over 20000	0	0	0.00%	0.00%	100.00%	100.00%

3. Multi Units

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	5,841	5,848	(7)	(0.12%)
Gross Rental Value	\$112,761,872	\$112,691,152	\$70,720	0.06%
Total Rates Levied	\$9,224,382	\$8,824,937	\$399,445	4.53%
Average Rate	\$1,579	\$1,509	\$70	4.65%
No. on Minimum Rate	4,170	4,180	(10)	(0.24%)

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0- Min Rate	4,170	4,180	71.39%	71.48%	71.39%	71.48%
Min Rate-2000	1,265	1,320	21.66%	22.57%	93.05%	94.05%
2001-5000	382	326	6.54%	5.57%	99.59%	99.62%
5001-10000	19	18	0.33%	0.31%	99.91%	99.93%
10000-15000	4	3	0.07%	0.05%	99.98%	99.98%
15001-20000	1	1	0.02%	0.02%	100.00%	100.00%
over 20000	0	0	0.00%	0.00%	100.00%	100.00%

4. Strata Improved

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	3,252	3,238	14	0.43%
Gross Rental Value	\$82,832,486	\$82,394,386	\$438,100	0.53%
Total Rates Levied	\$6,194,530	\$5,897,921	\$296,609	5.03%
Average Rate	\$1,905	\$1,821	\$83	4.58%
No. on Minimum Rate	688	687	1	0.15%

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0- Min Rate	688	687	21.16%	21.22%	21.16%	21.22%
Min Rate-2000	1,380	1,592	42.44%	49.17%	63.59%	70.38%
2001-5000	1,182	957	36.35%	29.56%	99.94%	99.94%
5001-10000	2	2	0.06%	0.06%	100.00%	100.00%
10000-15000	0	0	0.00%	0.00%	100.00%	100.00%
15001-20000	0	0	0.00%	0.00%	100.00%	100.00%
over 20000	0	0	0.00%	0.00%	100.00%	100.00%

5. Industrial Improved

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	454	519	(65)	(12.52%)
Gross Rental Value	\$44,782,266	\$49,835,109	(\$5,052,843)	(10.14%)
Total Rates Levied	\$4,042,656	\$4,323,144	(\$280,488)	(6.49%)
Average Rate	\$8,905	\$8,330	\$575	6.90%
No. on Minimum Rate	5	59	(54)	(91.53%)

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0-Min Rate	5	59	1.10%	11.37%	1.10%	11.37%
Min Rate-5000	298	308	65.64%	59.34%	66.74%	70.71%
5001-10000	70	66	15.42%	12.72%	82.16%	83.43%
10001-20000	48	49	10.57%	9.44%	92.73%	92.87%
20001-30000	17	16	3.74%	3.08%	96.48%	95.95%
30001-40000	4	6	0.88%	1.16%	97.36%	97.11%
over 40000	12	15	2.64%	2.89%	100.00%	100.00%

6. Commercial Improved

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	1,281	1,209	72	5.96%
Gross Rental Value	\$195,394,954	\$187,910,562	\$7,484,392	3.98%
Total Rates Levied	\$17,686,084	\$16,261,032	\$1,425,052	8.76%
Average Rate	\$13,806	\$13,450	\$356	2.65%
No. on Minimum Rate	179	126	53	42.06%

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0-Min Rate	179	126	13.97%	10.42%	13.97%	10.42%
Min Rate-5000	662	680	51.68%	56.24%	65.65%	66.67%
5001-10000	244	223	19.05%	18.44%	84.70%	85.11%
10001-20000	93	96	7.26%	7.94%	91.96%	93.05%
20001-30000	39	29	3.04%	2.40%	95.00%	95.45%
30001-40000	15	11	1.17%	0.91%	96.17%	96.36%
over 40000	49	44	3.83%	3.64%	100.00%	100.00%

7. Service Station

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	16	16	-	0.00%
Gross Rental Value	\$5,389,182	\$5,389,182	\$0	0.00%
Total Rates Levied	\$486,352	\$465,409	\$20,943	4.50%
Average Rate	\$30,397	\$29,088	\$1,309	4.50%
No. on Minimum Rate	-	-	-	0.00%

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0-Min Rate	0	0	0.00%	0.00%	0.00%	0.00%
Min Rate-15000	0	0	0.00%	0.00%	0.00%	0.00%
15001-30000	8	11	50.00%	68.75%	50.00%	68.75%
Over 30000	8	5	50.00%	31.25%	100.00%	100.00%

8. Department of Housing

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	308	294	14	4.76%
Gross Rental Value	\$12,603,552	\$12,475,423	\$128,129	1.03%
Total Rates Levied	\$947,655	\$897,148	\$50,507	5.63%
Average Rate	\$3,077	\$3,052	\$25	0.83%
No. on Minimum Rate	147	143	4	2.80%

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0- Min Rate	147	143	47.73%	48.64%	47.73%	48.64%
Min Rate-2000	52	45	16.88%	15.31%	64.61%	63.95%
2001-5000	56	52	18.18%	17.69%	82.79%	81.63%
5001-10000	39	39	12.66%	13.27%	95.45%	94.90%
10000-15000	11	12	3.57%	4.08%	99.03%	98.98%
15001-20000	3	3	0.97%	1.02%	100.00%	100.00%
over 20000	0	0	0.00%	0.00%	100.00%	100.00%

9. Strata Storage Unit

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	57	57	-	0.00%
Gross Rental Value	\$165,890	\$165,890	\$0	0.00%
Total Rates Levied	\$66,290	\$63,435	\$2,855	4.50%
Average Rate	\$1,163	\$1,113	\$50	4.50%
No. on Minimum Rate	57	57	-	0.00%

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
\$0 - Min Rate	57	57	100.00%	100.00%	100.00%	100.00%
Min Rate-15000	0	0	0.00%	0.00%	100.00%	100.00%

**10. Residential Unimproved
(Including Department of Housing
Unimproved)**

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	1,260	1,390	(130)	(9.35%)
Gross Rental Value	\$26,024,500	\$28,008,910	(\$1,984,410)	(7.08%)
Total Rates Levied	\$2,315,730	\$2,422,913	(\$107,183)	(4.42%)
Average Rate	\$1,838	\$1,743	\$95	5.44%
No. on Minimum Rate	840	946	(106)	(11.21%)

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0-Min Rate	840	946	66.67%	68.06%	66.67%	68.06%
Min Rate-2000	235	276	18.65%	19.86%	85.32%	87.91%
2001-5000	153	140	12.14%	10.07%	97.46%	97.99%
5001-10000	25	18	1.98%	1.29%	99.44%	99.28%
10001-16000	5	7	0.40%	0.50%	99.84%	99.78%
over 16000	2	3	0.16%	0.22%	100.00%	100.00%

11. Commercial and Industrial Unimproved

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	25	21	4	19.05%
Gross Rental Value	\$2,040,470	\$1,960,470	\$80,000	4.08%
Total Rates Levied	\$184,856	\$169,987	\$14,869	8.75%
Average Rate	\$7,394	\$8,095	(\$700)	(8.65%)
No. on Minimum Rate	1	1	-	0.00%

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0-Min Rate	1	1	4.00%	4.76%	4.00%	4.76%
Min Rate-5000	11	11	44.00%	52.38%	48.00%	57.14%
5001-10000	6	5	24.00%	23.81%	72.00%	80.95%
10001-20000	6	3	24.00%	14.29%	96.00%	95.24%
20001-30000	1	0	4.00%	0.00%	100.00%	95.24%
over 30000	0	1	0.00%	4.76%	100.00%	100.00%

12. Other

	2024-2025	2023-2024	Increase / (Decrease)	
Total Properties	6	6	-	0.00%
Gross Rental Value	\$1,865,860	\$1,865,860	\$0	0.00%
Total Rates Levied	\$168,386	\$161,135	\$7,251	4.50%
Average Rate	\$28,064	\$26,856	\$1,209	4.50%
No. on Minimum Rate	-	-	-	0.00%

Rates Levied	No. of Properties		% to Total		% Cumulative	
	2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
0-Min Rate	0	0	0.00%	0.00%	0.00%	0.00%
Min Rate-10000	3	3	50.00%	50.00%	50.00%	50.00%
10001-50000	2	2	33.33%	33.33%	83.33%	83.33%
over 50000	1	1	16.67%	16.67%	100.00%	100.00%

When reading the Ratepayer Profile it should be noted that;

- Residential Improved Land incorporates residential, Department of Housing, strata, duplex and multi unit improved properties that are zoned for residential purposes.
- Residential Unimproved Land incorporates all vacant residential land.
- Commercial Improved and Unimproved Land incorporates commercial, industrial, service stations, strata storage units and other properties as described below.
 - Hotel / Tavern - Improved
 - TAB - Improved
 - Hospital Private - Improved
- the figures presented do not include the following categories because they are either not rated or the numbers concerned are not material -
 - Improved Land owned by Main Roads Department / Water Authority of Western Australia
 - School - Improved
 - Council - Improved
 - Carpark - Improved
 - Crown Land Reserve

Notice of Intention to Levy Differential Rates 2024-2025

Tabled Public Submissions Report



City of
Melville

Engaging with our diverse
community to achieve an inclusive, vibrant and
sustainable future.

Information

Each year the City issues a Notice of Intention to Levy Differential Rates as required by Section 6.36 of the Local Government Act, 1995. This notice is supported by a statement outlining the objects and reasons for adopting the differential rates on various categories of property within the City. The Statement of Objects and Reason was made available for viewing on the City's website at www.melvillecity.com.au/differentialrates and in person at the Civic Centre, 10 Almondbury Road, Booragoon and at the City of Melville libraries.

During the period of **Wednesday, May 22 to Thursday, 13 June 2024**, elector and/or ratepayers were invited to provide a public submission in respect to the proposed rates, and any related matters. Public submissions were available via www.melvillecity.com.au/differentialrates or issued to the City of Melville Locked Bag 1 Booragoon WA 6954. A total of 35 submissions were received with 100% of the submission objecting to the notice.

Tabled Comments

Submission	Level of support	Comment	Suburb
1	Object	This notice, in its entirety, does not tell me the percentage increase/decrease that I can expect with my 2024/2025 Rates bill. We went through this exercise last year with no advice as to percentage change being levied. A change was to be made with subsequent advices. Can the City please do more than its minimum statutory requirement and advise percentage changes being proposed. That is the only number I am interested in. Please demonstrate a higher regard	Melville
2	Object	Rate increase is not valid or warranted as previous increases did not bring any benefits to my electorate.	Beaconsfield
3	Object	Incomplete information has been provided. You should have included the current Minimum Rate for comparison.	Applecross
4	Object	Can you please tell us what the % increase is from last year. The City has plenty of cash at hand and can soften the blow this year, given the cost of living crisis.	Melville
5	Object	The rate proposed is essentially a rate rise and does not genuinely pass a blended rate. The minimum rate looks like a penalty for those who could not afford an affluent home with a large footprint. If the intent is to have a fair distribution then change the rate on \$ per sq m exclusively. This metric will be uniform and can be differentiated based on commercial or residential purposes.	Melville
6	Object	Cost of living is at an altimeter high, and many people are struggling, please do not make this worse by increasing rates.	Palmyra
7	Object	With the current environment this will add to household stress.	Bicton
8	Object	Please do not add to the already tough living conditions & cost of living pressures felt by local families.	Palmyra
9	Object	With the current economy & high interest rates it would be unfair to increase your rates. 2/3 of the Melville residents are financially struggling. Where is YOUR financial support to help people? Trees are hardly pruned or given enough water, your staff in trucks are having many breaks during their work hours doing nothing! All	Palmyra

		from wasting taxpayers' money!! High crime in Melville suburbs and you're not doing enough here either & we all pay for security!!! How dare you!	
10	Neither	It would be beneficial for the City to publish an announcement and include confirmation on whether the 2024/2025 rates have increased from 2023/2024 rates and if so, by how much and why? Furthermore, use less jargon and links to separate documents.	Myaree
11	Object	Minimize rate increases. As householders are struggling due to inflation. Any increase will be felt more than normal. Rate increases in the past have been too high. Give the residents of Melville a break. Show compassion.	Melville
12	Object	I do not support a raise in rates. We are already very heavily taxed in form of rates for City of Melville.	Attadale
13	Object	Please please, don't, it is getting harder to get in front. Cost of living, Compliance, Repairs and Maintenance. Living afraid of what will 'tip' us over the edge, the anxiety and fear of the further is a lot. Thank you.	Booragoon
14	Object	Cut cost of increasing rates.	Ardross
15	Object	With the amount of money that the City has I really think with the cost of living currently that rate costs could be left as they are with no increases for residential properties.	Leeming
16	Object	Cost of living is already high, please don't put more pressure on us.	Winthrop
17	Object	Your services have reduced, you are not doing verge collections. Your street lights are appalling. The management should resign.	Bull Creek
18	Object	During a costs of living crisis this is not the time to be increasing rates. People are already struggling.	Mount Pleasant
19	Object	All Australians are already struggling with high living cost, CoM had already cut down expenses by changing the mode of verge and junk collection. CoM should have higher income by now compare to a few years ago as there are more subdivided blocks and apartment.	Alfred Cove
20	Object	I object to a rate rise for residents. With the increased cost of living there will be a large number of people who will not be able to afford and increase of 4.5%.	Kardinya
21	Object	Absolutely do not agree with a rise in rates. The cost of living is so hard added to a family under pressure financially. City of Melville is filled with young families which would have diabolical impacts to our living. Simply can't afford it.	Palmyra
22	Object	City of Melville is not providing adequate value to the rate payers. For the last 23 years - same footpaths remain broken, child safety not addressed, road drainage insufficient, no safe bike paths, curbs remain broken, increased congestion on the local roads, The City of Melville performance is unsatisfactory, it provides little to no value to rate payers.	Ardross
23	Object	People are barely managing to live with the increased costs of living as it is. I not think this is a necessary increase.	Melville
24	Object	Cost of living is high enough already this year.	Willagee
25	Object	I live in the Murdoch area and based on my observation of the public facility maintenance, i.e. parks, walkways, trees, etc... I would object the rate increase until I see some improvements.	Murdoch

26	Object	Perhaps if they didn't give a cushy peppercorn lease to their biggest asset whos president just happened to be besties with the former mayor they could raise enough funds not to have to increase rates. Just saying!!	Myaree
27	Object	Melville council do not provide services superior to years past and are by no way comparable to that of neighbouring councils with what they charge and offer. Is the council making any cost of living concessions? If not, this is a perfect example of how they could.	Kardinya
28	Object	This is a difficult time for us as all prices have gone up so having another increase on the rates will be another hit on us as we are already struggling to make the payments and keep up with everything price increase. This about the people sometimes.	Kardinya
29	Support	I support the continuation of the City levying Differential Rates across Residential versus Commercial property. This has been the convention for some time and represents a sound approach to managing the increase costs to service such property by the council. There should not be a scenario where Residents subsidise the operation of Commercial enterprise. Where possible, reducing Residential rate burden should be further explored.	Ardross
30	Object	There is a documented cost of living crisis, and you want to put rates up more? What an irresponsible way to look after residents in your city. Many of our suburbs are also in the mortgage stress lists. This move would just go to prove that the city does little to care for us except collect money.	Booragoon
31	Object	I strongly object to any rate increase. The City of Melville is already piling on thousands of dollars to a number of Willagee residents' rates to fund its underground power project. But aside from this, increasing rates in this cost of living crisis translates as severely out of touch with the average resident.	Willagee
32	Support Differential and Object to 4.5% increase	On the 27th of May, 2024, I received the feedback request regarding the "Notice of Intention to Levy Differential Rates". I would like to express my gratitude to the City Council for taking community feedback into account before making decisions and for allowing me to share my views on this notice. Upon receiving this notification, my first thought was whether the current rates are uniform and not categorized based on land use. This is incomprehensible. I support the City Council's proposal to categorize the rates based on land use. However, I, the undersigned resident of the City of Melville, write to express my strong opposition to any proposed increase in council rates for residential properties. I acknowledge the necessity of differential rates based on property use (residential, commercial, industrial, etc.) but firmly believe that the residential rate should remain as low as possible to support our community's well-being and financial stability. Economic Impact on Residents 1. Financial Strain on Households: - Many residents are still recovering from the economic impacts of the COVID-19 pandemic. Increasing residential rates would impose additional financial burdens on households already managing tight budgets. - For retirees and low-income families, even a modest increase in rates can significantly affect their financial stability. Maintaining low residential rates helps to ensure that these vulnerable groups are not disproportionately impacted.	Mount Pleasant

		2. Cost of Living: - The cost of living is rising, with significant increases in essential expenses such as groceries, utilities, and fuel. An increase in council rates would exacerbate this issue, making it more difficult for residents to meet their daily needs. Community Well-Being 1. Affordable Housing: - Maintaining low residential rates is crucial for keeping housing affordable within the City of Melville. Increased rates could lead to higher rent prices, pushing out lower-income residents and reducing the socioeconomic diversity of our community. 2. Community Stability: - Stable and predictable council rates contribute to community stability. Residents who are confident that their financial obligations will remain manageable are more likely to invest in and engage with their local community. 3. Local Traffic - Every morning, severe traffic congestion occurs on Canning Highway, Reynolds Road, Ullapool Road, and other related roads. The majority of vehicles use these roads to connect between Leach Highway and Canning Highway in order to avoid the congested sections of the Kwinana Freeway. I understand that this may not fall directly within the City Council's jurisdiction, but the Council has taken no action to address this issue by coordinating with the relevant authorities. Economic Development 1. Local Spending: - When residents have more disposable income, they are more likely to spend money locally, supporting small businesses and contributing to the local economy. Higher residential rates would reduce disposable income, potentially harming local businesses. 2. Attracting New Residents: - Keeping residential rates low makes the City of Melville an attractive place to live, encouraging new residents to move to the area. This influx of new residents can stimulate economic growth and contribute to a vibrant, thriving community. Council Budget Considerations 1. Efficient Use of Funds: - We urge the Council to prioritize efficient and effective use of existing funds. Before considering rate increases, there should be a thorough review of the current budget to identify areas where savings can be made or where funds can be better allocated. 2. Alternative Revenue Streams: - The Council should explore alternative revenue streams that do not disproportionately affect residential property owners. Options such as grants, partnerships, and commercial rates should be thoroughly investigated and considered. In short, I strongly agree to levy differential rates. However, I strongly oppose any form of increase, or attempt to increase, council rate for residential housing. I also strongly urge the City of Melville to reconsider any proposed increase in council rates for residential properties. Keeping residential rates low is vital for the	

		economic well-being of our community, the stability of our residents, and the overall prosperity of our city. I believe that with careful budget management and exploration of alternative revenue sources, the Council can meet its financial needs without placing an additional burden on residential property owners. I appreciate your attention to this matter and look forward to a favourable resolution that supports the best interests of the residents of the City of Melville.	
33	Object	I just don't see what extra facilities or assistance the City of Melville provide to warrant this.	Leeming
34	Neither	Disgusting how you increase the rates every year. You don't up keep the verges and there is often a MCC security car just parked at the park on Curtis road.	Melville
35	Neither	Wanting to check on whether rates will be much higher (as they should be) for vacant properties owned by wealthy overseas & farming type investors. Properties in surrounding areas are often left vacant for months/years on end - no rental to others less fortunate! Hit them hard please. They add absolutely nothing to our society. Please email me back regarding this. "Also, why are huge 2 storey houses being built on tiny blocks - without room for garden, children or pets? It is adding to the extreme heat of Perth, looks terrible and doesn't allow space for animals and plants in our community."	Winthrop

CITY OF MELVILLE
ANNUAL BUDGET
FOR THE YEAR ENDED 30 JUNE 2025
LOCAL GOVERNMENT ACT 1995
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Our Vision:

Engaging with our diverse community to achieve an inclusive, vibrant and sustainable future.

Principal Place of Business:

10 Almondbury Road
BOORAGOON WA 6154

Introduction

Introduction

Council

Mayor Katy Mair	
<i>Applecross - Mount Pleasant Ward</i> Cr Daniel Lim Cr Clive Ross	<i>Bateman – Kardinya – Murdoch Ward</i> Cr Soo Hong Cr Nicole Robbins
<i>Bicton- Attadale – Alfred Cove Ward</i> Cr Glynis Barber (Deputy Mayor) Cr Jane Edinger	<i>Bull Creek – Leeming Ward</i> Cr Jennifer Spanbroek Cr Matthew Woodall
<i>Central Ward</i> Cr Scott Green Cr Terry Lee	<i>Palmyra – Melville – Willagee Ward</i> Cr Karen Wheatland Cr Tomas Fitzgerald

Executive Management Team

Chief Executive Officer	Gail Bowman
Director Corporate Services	Vacant
Director Planning	Peter Varelis
Director Community Development	Meriel Pickering
Director Environment and Infrastructure	Mick McCarthy
Executive Manager Corporate Strategy and Communications	Joanna Arbel
Executive Manager People and Culture	Llewellyn Rogers

Our City

The City of Melville, located on the Swan and Canning Rivers in Perth, Western Australia, is home to a diverse and multi-cultural community who enjoy a rich built and natural heritage, a blend of retail and business precincts, an abundance of opportunities for physical and social activity, open spaces and a unique natural landscape.

The following table provides a snapshot of the City of Melville:

Distance from Perth CBD to Canning Bridge	8km
Area	53 square km
Foreshore	18km
Parks and Reserves	>200
Public Open Space	778 hectares
Estimated Residential Population (30 June 2023)	110,426
Residential Dwellings	41,522
Number of Suburbs	18
Estimated Full Time Equivalent for 2023-2024	574

Budget Certification

Budget Certification

We certify that this is a true and correct copy of the 2024-2025 City of Melville Budget adopted by the Council on 18 June 2024 and used to set the following rates and charges:

All Improved and Unimproved Residential Land

7.325134 cents in the dollar of the gross rental value applicable to each property, residence, unit, strata, location or other residential property. A minimum rate of \$1,434.42 per assessment will apply.

Note: - Residential Land includes general residential, duplex, multi-unit, residential strata properties and Department of Housing properties.

All Commercial/Industrial Land

9.024597 cents in the dollar of the gross rental value applicable to each assessment, lot, location, strata, or other piece of land. A minimum rate of \$1,162.98 per assessment will apply.

Note: - Commercial/Industrial land includes general industrial, commercial including retail, professional and office uses, service station, hotel / tavern, strata storage units and hospitals.

Rating Concessions

Rating Concession – Strata Storage Units

A concession is granted to appropriately zoned and used strata titled storage units of 18m² or smaller. The concession recognises the small size of the property in physical terms and attempts to redress the perceived inequity issues of applying a standard minimum rate to these properties. A concession of \$581.50 per property applies, resulting in a total concession of \$33,145.

Rating Concession - Melville Glades Golf Club

A 100% concession from General Rates is granted to the Melville Glades Golf Club on the basis of recognising their substantial contribution to the community by maintaining the vested golf course land. The value of this concession is \$14,688.

Refuse Charges

- A** The cost per property of a standard domestic refuse collection service is included in the general rate on residential improved properties for 2024-2025.
- B** Additional Residential Waste, FOGO and Recycling Service
- | | |
|-----------------------------|--------------------|
| Domestic waste 140L bin | \$207.00 per annum |
| Domestic waste 240L bin | \$352.90 per annum |
| Domestic recycling 240L bin | \$136.30 per annum |
| FOGO 240L bin | \$207.00 per annum |
- C** Residential Non Rateable properties Waste, FOGO and Recycling service
- | | |
|--------------------------------------|--------------------|
| One standard domestic refuse service | \$470.70 per annum |
|--------------------------------------|--------------------|
- D** Commercial and Non-Rateable (Non Residential) Waste Service
- | | |
|--|---------------------|
| 240L capacity bin | \$639.50 per annum |
| 660L capacity bin (Inclusive of GST) | \$29.60 per service |
| 1,100L capacity bin (Inclusive of GST) | \$41.80 per service |

E Commercial and Non Rateable (Non Residential) Recycling Services

240L capacity bin	\$627.00 per annum
660L capacity bin (Inclusive of GST)	\$26.90 per service
1,100L capacity bin (Inclusive of GST)	\$35.40 per service

F Commercial Bin Services

One mobile FOGO bin of 240L capacity (Inclusive of GST)	\$11.65 per service
One mobile garbage bin of 240L capacity (Inclusive of GST)	\$12.30 per service
One recycling bin of 240L capacity (Inclusive of GST)	\$12.10 per service

Note:-

Additional residential services are collected during the standard collection round.

A service is rendered each time a bin is emptied.

Only bins provided or approved by the City of Melville will be collected.

Swimming Pool Inspection Fee

Swimming Pool Inspection Fee of \$51.00 for 2024-2025. Swimming pool inspections occur at least once in four years. For the purpose of spreading the cost of the inspections and to ensure efficiency of administration, this amount is broken up into four annual payments.

Property Surveillance and Security Service Charge

Property Surveillance and Security Service Charge of \$62.00 per property (including all non rateable and rate exempt properties) for 2024-2025.

Rates Incentives

In 2024-2025 the City of Melville offers three prizes of \$1,000 in cash donated from Westpac and a 12 month LeisureFit membership for anyone who pays in full or the 1st instalment by the due date using any payment method, as an incentive to encourage commercial and residential ratepayers to pay their rates in a timely manner.

Elected members and staff are not eligible to win prizes as a sole or part owner of any property.

Administration and Interest Charge for Rates and Service Charges

1. Where a property owner has elected to, and is adhering to, paying rates and service charges through an instalment program, an instalment interest charge of 2% per annum will be imposed in 2024-2025 (2% in 2023-2024). No instalment administration charge will be imposed in 2024-2025 (\$0 in 2023-2024).

Note:- Section 6.45 of the *Local Government Act 1995* provides the opportunity for a Local Government to impose an additional charge over and above the administrative charge, where payments of rates or service charges are made by instalments. Effectively this is an interest charge which has been set at a maximum amount of 5.5% to enable a Local Government to recover some of the lost investment revenue that would have been earned had the payment of rates or service charges been made in one lump sum by the first due date. It is considered that the imposition of this charge at this time will, in the absence of the early payment discount, encourage more ratepayers to pay their rates early.

2. An interest charge of 3.5% (3.5% in 2023-2024) will be imposed on all rates and service charges including refuse charges, swimming pool inspection fee, property surveillance and security service charge, underground power and streetscape service charges or specified area rates that are not paid by the due date. The interest rate applying to the late payment of the State Government's Emergency Services Levy debts will be at a statutory maximum rate determined by the Department of Fire and Emergency Services.

Note:- Section 6.51 of the *Local Government Act 1995* provides the opportunity for a Local Government to impose a maximum interest rate of 11%, on amounts owing by those who are not considered to be in financial hardship.

3. A credit card surcharge fee will not be imposed in 2024-2025 (0% in 2023-2024).

Interest Charge on Money Owing to Local Government

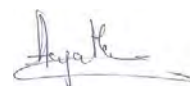
1. In accordance with Section 6.13 of the *Local Government Act 1995*, a maximum interest rate of 11% may be imposed on all outstanding accounts in respect to commercial activities with such interest being charged thirty five days after the date which is stated on the account for payment.
2. 50% of the maximum interest charge permitted under the regulations will be imposed on all outstanding accounts in respect to community clubs and organisations with such interest being charged sixty days after the date which is stated on the account for payment.
3. Interest charges outlined in recommendations 1 and 2 will not apply where the account outstanding is \$50.00 or less.
4. The Chief Executive Officer has been granted delegated authority to determine which category a particular debt falls within.



KATY MAIR
MAYOR



GAIL BOWMAN
CHIEF EXECUTIVE OFFICER



IAN AIYATHURAI
MANAGER FINANCIAL SERVICES

Budget Overview

Budget Overview

The City of Melville 2024-2025 Annual Budget has been prepared in accordance with the *Local Government Act 1995* and the Local Government (Financial Management) Regulations 1996.

Financial Overview

The City has a history of ensuring robust and transparent financial planning processes are in existence. In essence, the City considers its long term financial performance and position sustainable when planned long term service and infrastructure levels and standards are met without undue reliance on:

- a very limited number of revenue streams;
- uncontrollable, temporary or highly variable revenue sources;
- large variations in rates increases; or
- unplanned cuts to services.

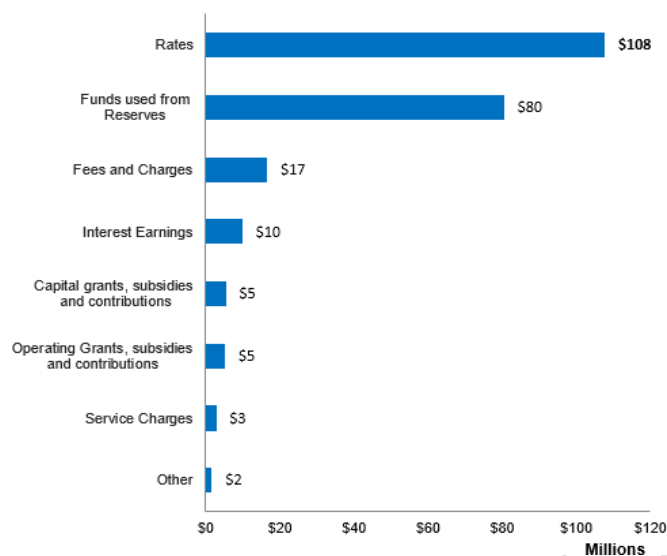
The City of Melville believes that its community is best served by making long term decisions that consider the real impacts of rising costs in order to ensure current residents pay an equitable contribution towards the consumption of services and future residents are protected from price shocks, asset failure or reduction of services which would arise if this approach was not taken.

The 2024-2025 Budget has been achieved without resorting to loan borrowings to fund any operating or capital programs despite significant cost pressures presented by current economic factors on employee, materials and contracts and constructions costs.

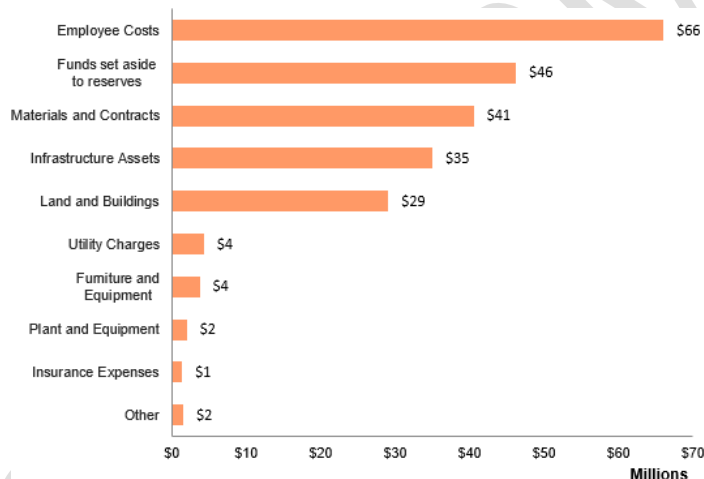
Annual Budget Snapshot

Description	2024-2025	2023-2024
Surplus/(Deficit) at the start of the financial year	\$0	\$2,294,216
Rate Revenue	\$107,684,365	\$102,333,192
Operating Revenue other than Rates	\$35,369,124	\$32,489,672
Operating Expenditure (excluding non-cash amounts)	(\$113,169,395)	(\$105,821,104)
Income from capital grants, subsidies, contributions and sales proceeds	\$5,846,271	\$3,673,954
Investment in Furniture, Plant and Equipment	(\$5,794,050)	(\$4,059,259)
Investment in Land, Buildings and Infrastructure Assets	(\$64,159,485)	(\$55,160,511)
Decrease in Reserves	\$34,223,170	\$24,249,841
Surplus/(Deficit) at the end of the financial year	\$0	\$0

Income



Expenditure



Rate Revenue

An increase of 4.5% to the rate in the dollar and minimum rates to all Residential, Commercial and Industrial rating categories has been applied in the 2024-2025 budget.

Rating Category	Rate in the \$	Minimum Rate
Residential Improved/Unimproved	7.325134	\$1,434.42
Commercial Improved/Unimproved	9.024597	\$1,162.98

The above rates were set for the 2024-2025 budget in view of the inflationary impacts that far exceed the City's conservative rates increases in recent years and the need to remediate the adverse long term impacts and challenges that this imbalance has presented.

The total rates revenue is estimated to be \$108m of which approximately 79% will be derived from residential rates.

Page 9

Operating Revenue other than Rates

The budgeted Operating Revenue excluding rates income for 2024-2025 is \$35 Mn. Nearly 40 % of this income is derived from fees and charges income (\$17 Mn) generated mainly from services related to Healthy Melville, Property Leasing and Statutory Planning. Interest Earnings are budgeted at \$9.8 Mn of which \$5.6 Mn is set aside in the City's reserves. Other income sources include operating grants, service charges and expense recoups.

Operating Expenditure

Employment costs are budgeted at \$66 Mn and with a focus on retaining skilled staff, improving service levels and complying with government mandates in relation to occupational superannuation.

The materials and contracts budget of \$41 Mn includes recurrent expenditure in relation to the City's service delivery. The general impact of inflation has resulted in the overall business of the City to be more expensive. The budget includes significant cost increases in relation to fleet, natural areas and parks maintenance and Healthy Melville operations, combined with higher software licensing resulting from the City's digital strategy.

The operating expenditure budget also includes a contribution of \$1.5 Mn made using reserve funds, towards the replacement of streetlights with Smart LED luminaires as a major energy and emissions saving initiative run by Western Power. A further \$4.5 Mn is planned to be spent in the subsequent years on the same project and a significant reduction in the City's streetlight energy costs and carbon emissions are expected in the future as a result of that expenditure.

Capital grants, subsidies and contributions

The budgeted \$5.3 Mn in capital grants include funding for several Roads, Buildings, Environmental, Parks and Foreshore projects in the City's capital works program of 2024- 2025.

Capital Expenditure

The City of Melville has a significant portfolio of built assets with a replacement value of approximately \$1,535 Mn. In accordance with the City's Asset Management policy, it is a priority to fund the maintenance and renewal of existing assets as opposed to the creation of new assets which bring added maintenance and renewal costs.

The 2024-2025 Budget includes \$70 Mn in capital expenditure on investing activities. Of this approximately \$64 Mn represents the capital works program inclusive of amounts carried forward from the previous financial year. The City's capital expenditure is predominantly funded from reserves maintained specifically for this purpose so as to mitigate the impact of significant spikes in the capital works expenditure and other capital expenditure year on year on the amount of general rates imposed.

Capital Works Program 2024-2025

The 2024-2025 Net Capital Works Program amounts to \$58 Mn. This value represents the cash flow requirement during the 2024-2025 year for all capital works program projects inclusive of multi year projects with future cashflow commitments and ensuing budgetary requirements as well as an estimated \$16.4m of budgets carried forward from the previous budget year.

Category	\$	Key Projects
Buildings	20,047,279	Blue Gum Comm Centre Redevelopment Changeroom Upgrades (Beasley Reserve, Karoonda Reserve, Len Shearer, Morris Buzacott, Peter Ellis, Troy Park, Winnacott Reserve) Civic Centre HVAC Replacement LeisureFit Booragoon – Refurbishment New Library Cultural Centre – Design Leeming Recreation Centre Roof Renewal Tompkins Park Redevelopment
Roads and Carparks	7,500,000	Intermediate Road Remediation Program Townsing Road – Mill and Fill Helm Street - Rehabilitation Wheyland Street (Leach Hwy - Archibald) Money Road - Road Rehabilitation Leeming Recreation Centre Carpark - Stage 3
Streetscapes & Precincts	3,265,000	Canning Bridge Activity Centre Renewal
Parks/Foreshores	3,003,266	Goolugatup Heathcote Lower Development Webber Reserve Redevelopment
Drainage	2,280,600	Drainage Asset Renewal Program Pipe Relining Program Gully Infill Program
Paths	1,864,360	Path Panel Replacement Bike Plan Implementation
Irrigation	1,200,000	Irrigation Renewal Program
Playgrounds	750,000	Play Space Renewal Program
Environmental	932,569	Foreshore Restoration Program Attadale Foreshore Boardwalk
Jetties, Boardwalks and Riverwalls	874,000	Majestic Boardwalk Construction
Lighting	415,000	Active Reserve Floodlighting
Estimated carry forwards	16,400,000	Various
Total	58,532,074	

Reserve Funds

Reserve funds continue to be a key source of funding for the City of Melville. The Council has built up a reasonable level of cash backed specific purpose reserves by exercising prudent financial management practices that consider the needs of current and future generations. Reserve funds are primarily utilised for the refurbishment, renewal and development of community and infrastructure assets.

Over the past few years, the City's reserves balances have seen a gradual drop due to a decline in funds set aside to reserves due to affordability and the escalating cost of the capital works program. Further reductions are anticipated in the future in view of the planned asset renewals, new and upgrades asset programs.

A key focus of the 2024-2025 budget has been to take remedial measures to address the declining trend in reserve balances with a view of achieving optimum reserve balance levels over the future years.

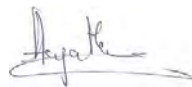
CONCLUSION

The financial principles of the City were recently reviewed by Elected Members and management, in a series of Corporate Planning/Budget workshops held up to June 2024. These workshops have informed the 2024-2025 Annual Budget as well as the update of the Corporate Business Plan and Long Term Financial Model. The 2024-2025 Budget has been drafted with a long term view of the ongoing and potential needs of the City and its residents in mind. The impacts of rising costs particularly in respect to construction and maintenance of building and infrastructure assets has been and will continue to be a key focus during budget deliberations.

The City of Melville believes that its community is best served by making long term decisions that builds its resilience and ability to respond effectively and positively to factors that affect the City of Melville community and economy.



GAIL BOWMAN
CHIEF EXECUTIVE OFFICER



IAN AIYATHURAI
MANAGER FINANCIAL SERVICES

Statutory Budget

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2025**

	<i>Note</i>	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Revenue				
Rates	9	107,684,365	102,850,392	102,333,192
Grants, subsidies and contributions	15	5,189,900	5,802,833	4,327,530
Fees and charges	14	16,575,696	16,602,689	14,929,174
Service charges	10	2,774,702	2,616,960	2,616,960
Interest revenue	17	9,845,000	10,435,000	9,415,000
Other revenue	17	983,826	3,525,358	1,201,008
		143,053,489	141,833,232	134,822,864
Expenses				
Employee costs		(66,069,699)	(58,911,223)	(61,464,748)
Materials and contracts		(40,574,699)	(40,577,178)	(37,710,132)
Utility charges		(4,344,401)	(4,306,852)	(4,218,352)
Depreciation	6	(32,666,459)	(33,335,068)	(24,768,455)
Finance costs	17	(51,068)	(54,921)	(54,922)
Insurance		(1,410,843)	(1,406,838)	(1,406,838)
Other expenditure		(1,317,284)	(449,418)	(756,907)
		(146,434,453)	(139,041,498)	(130,380,354)
Subtotal		(3,380,964)	2,791,734	4,442,510
Capital grants, subsidies and contributions	15	5,378,411	6,498,539	3,238,346
		5,378,411	6,498,539	3,238,346
Net result		1,997,447	9,290,273	7,680,856
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Other comprehensive income				
Changes on revaluation of non-current assets		-	-	-
Total other comprehensive income		-	-	-
Total comprehensive income		1,997,447	9,290,273	7,680,856

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

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2025**

	Note	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES Receipts				
Rates	9	107,684,365	102,850,392	102,333,192
Grants, subsidies and contributions	15	5,189,900	5,802,833	4,327,530
Services charges	10	2,774,702	2,616,960	2,616,960
Fees and charges		18,505,468	16,168,207	16,864,734
Interest revenue		10,613,441	9,666,559	10,606,049
Goods and services tax received		8,100,000	7,500,000	455,000
Other Revenue		983,826	3,525,358	1,701,008
		153,851,702	148,130,309	138,904,473
Payments				
Employee costs		(64,598,634)	(58,428,800)	(60,044,423)
Materials and contracts		(39,003,167)	(40,208,706)	(34,016,430)
Utility charges		(4,344,401)	(4,306,852)	(4,218,352)
Insurance		(1,410,843)	(1,406,838)	(1,406,839)
Finance costs	17	(51,068)	(54,921)	(54,922)
Goods and services tax paid		(8,100,000)	(7,500,000)	(455,000)
Other expenditure		(1,317,284)	(449,418)	(756,907)
		(118,825,397)	(112,355,535)	(100,952,873)
Net cash provided by (used in) operating activities	2	35,026,305	35,774,774	37,951,600
CASH FLOWS FROM INVESTING ACTIVITIES				
Payment for purchase of furniture and equipment	4	(3,765,400)	(5,044,846)	(2,811,304)
Payment for purchase of plant and equipment	4	(2,028,650)	(7,592,176)	(1,247,955)
Payment for development of land and buildings	4	(29,111,189)	(23,128,574)	(22,891,707)
Payment for construction of infrastructure assets	4	(35,048,296)	(34,211,148)	(32,468,804)
Capital grants, subsidies and contributions	15	5,378,411	6,498,539	3,238,346
Proceeds from disposal of assets	5	467,715	2,509,340	423,090
Net cash provided by (used in) investing activities		(64,107,409)	(60,968,865)	(55,758,334)
CASH FLOWS FROM FINANCING ACTIVITIES				
Recoup from self-supporting loans	7	197,280	188,199	188,199
Repayment of self-supporting loans	7	(197,135)	(175,680)	(175,681)
Receipts/(payments) of term deposits		18,000,000	15,000,000	17,000,000
Net cash provided by (used in) financing activities		18,000,145	15,012,519	17,012,518
Net increase/(decrease) in cash held		(11,080,959)	(10,181,572)	(794,216)
Cash at the beginning of the year		29,999,713	40,181,285	33,500,000
Cash and cash equivalents at the end of the year	2	18,918,754	29,999,713	32,705,784

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

CITY OF MELVILLE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2025

	Note	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
OPERATING ACTIVITIES				
Revenue from operating activities				
General rates	9	107,684,365	102,850,392	102,333,192
Grants, subsidies and contributions	15	5,189,900	5,802,833	4,327,530
Fees and charges	14	16,575,696	16,602,689	14,929,174
Service charges	10	2,774,702	2,616,960	2,616,960
Interest revenue	17	9,845,000	10,435,000	9,415,000
Other revenue	17	983,826	3,525,358	1,201,008
		143,053,489	141,833,232	134,822,864
Expenditure from operating activities				
Employee costs		(66,069,699)	(58,911,223)	(61,464,748)
Materials and contracts		(40,574,699)	(40,577,178)	(37,710,132)
Utility charges		(4,344,401)	(4,306,852)	(4,218,352)
Depreciation	6	(32,666,459)	(33,335,068)	(24,768,455)
Finance costs	17	(51,068)	(54,921)	(54,922)
Insurance		(1,410,843)	(1,406,838)	(1,406,838)
Other expenditure		(1,317,284)	(449,418)	(1,542,096)
		(146,434,453)	(139,041,498)	(131,165,543)
Operating activities excluded from budget				
Non-cash amounts excluded from operating activities	3(ii)	33,265,058	33,570,373	25,344,439
Amount attributable to operating activities		29,884,094	36,362,107	29,001,760
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions	15	5,378,411	6,498,539	3,238,346
Proceeds from disposal of assets	5	467,715	2,509,340	423,090
Recoup from self-supporting loans	7	197,280	188,199	188,199
		6,043,406	9,196,078	3,849,635
Outflows from investing activities				
Purchase of furniture and equipment	4	(3,765,400)	(5,044,846)	(2,811,304)
Purchase of plant and equipment	4	(2,028,650)	(7,592,176)	(1,247,955)
Purchase of land and buildings	4	(29,111,189)	(23,128,574)	(22,891,707)
Purchase of infrastructure assets	4	(35,048,296)	(34,211,148)	(32,268,804)
		(69,953,535)	(69,976,744)	(59,219,770)
Amount attributable to investing activities		(63,910,129)	(60,780,666)	(55,370,135)
FINANCING ACTIVITIES				
Inflows from financing activities				
Transfers from reserve accounts	8	80,481,846	63,172,866	61,104,935
		80,481,846	63,172,866	61,104,935
Outflows from financing activities				
Repayment of self-supporting loans	7	(197,135)	(175,680)	(175,681)
Transfers to reserve accounts	8	(46,258,676)	(39,017,442)	(36,855,094)
		(46,455,811)	(39,193,122)	(37,030,775)
Amount attributable to financing activities		34,026,035	23,979,744	24,074,160
MOVEMENT IN SURPLUS OR DEFICIT				
Surplus at the start of the financial year		-	438,815	2,294,216
Amount attributable to operating activities		29,884,094	36,362,107	29,001,760
Amount attributable to investing activities		(63,910,129)	(60,780,666)	(55,370,135)
Amount attributable to financing activities		34,026,035	23,979,744	24,074,160
Surplus/(deficit) remaining after the imposition of general rates		-	-	-

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

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 1: BASIS OF PREPARATION

1(A) BASIS OF PREPARATION

The annual budget is a forward looking document and has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 Requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the annual budget be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

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

The Local Government Reporting Entity

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 18 to the annual budget.

2023-2024 Forecast Balances

Balances shown in this budget as 2023-2024 forecasts are estimates at the time of the annual budget and are subject to final adjustments.

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.

Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

Statement Of Cashflows

Investing and financing transactions that do not require the use of cash or cash equivalents shall be excluded from a statement of cash flows. Such transactions shall be disclosed elsewhere in the financial statements in a way that provides all the relevant information about these investing and financing activities.

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2025

NOTE 1: BASIS OF PREPARATION

Initial Application of Accounting Standards

During the budget year, the below revised Australian Accounting Standards and interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2020-1 Amendments to Australian Accounting Standards – *Classification of Liabilities as Current or Non-current*
- AASB 2022-5 Amendments to Australian Accounting Standards – *Lease Liability in a Sale and Leaseback*
- AASB 2022-6 Amendments to Australian Accounting Standards – *Non-current Liabilities with Covenants*
- AASB 2023-1 Amendments to Australian Accounting Standards – *Supplier Finance Arrangements*
- AASB 2023-3 Amendments to Australian Accounting Standards – *Disclosure of Non-current Liabilities with Covenants: Tier 2*

It is not expected these standards will have an impact on the annual budget.

- AASB 2022-10 Amendments to Australian Accounting Standards – *Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities*, became mandatory during the budget year. Amendments to AASB 13 *Fair Value Measurement* impacts the future determination of fair value when revaluing assets using the cost approach. Timing of future revaluations is defined by regulation 17A of *Local Government (Financial Management) Regulations 1996*. Impacts of this pronouncement are yet to be quantified and are dependent on the timing of future revaluations of asset classes. No material impact is expected in relation to the 2024-25 statutory budget.

New Accounting Standards For Application In Future Years

The following new accounting standards will have application to local government in future years.

- AASB 2014-10 Amendments to Australian Accounting Standards – *Sale or contribution of assets between an investor and its associate or joint venture*
- AASB 2020-1 Amendments to Australian Accounting Standards – *Classification of liabilities as current or non-current*
- AASB 2021-7c – Amendments to Australian Accounting Standards – *Effective date of amendments to AASB 128 and editorial corrections (deferred AASB 10 and AASB 128 amendments in AASB2014-10 apply)*
- AASB 2022-9 Amendments to Australian Accounting Standards – *Insurance Contracts in the Public Sector*
- AASB 2023-5 Amendments to Australian Accounting Standards – *Lack of Exchangeability*

It is not expected these standards will have an impact on the annual budget.

Judgements, Estimates And Assumptions

The preparation of the annual 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.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 1: BASIS OF PREPARATION

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- Estimated fair value of certain financial assets
- Estimation of fair value of land and buildings and investment property
- Impairment of financial assets
- Estimation uncertainties and judgements made in relation to lease accounting
- Estimated useful life of assets
- Estimation of provisions
- Estimation of fair value of leases

CONFIRMED

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 2: RECONCILIATION OF CASH

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Cash on hand	3,500	3,770	3,500
Cash at bank (includes 11am at call accounts)	6,918,754	19,139,914	18,900,000
Term deposits	11,996,500	10,856,029	13,802,284
Total cash and cash equivalents	18,918,754	29,999,713	32,705,784
Held as:			
Cash - restricted funds	7,500,000	12,756,643	12,250,000
Reserve funds - unspent grants restricted	850,000	700,000	250,000
Bonds and deposits held - restricted	7,000,000	9,500,000	8,500,000
Cash - unrestricted funds	3,568,754	7,043,070	11,705,784
Total cash and cash equivalents	18,918,754	29,999,713	32,705,784

RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO NET RESULT

	Note	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Net result (As per operating statement)		1,997,447	9,290,273	7,680,856
Depreciation	6	32,666,459	33,335,068	24,768,455
Grants & contributions for the development of assets		(5,378,411)	(6,498,539)	(3,238,346)
Increase/(decrease) in receivables		1,929,772	(402,971)	2,435,560
Increase/(decrease) in inventories		137,260	(5,497)	(74,701)
Increase/(decrease) in prepayments		(596,217)	596,217	2,359,151
Increase/(decrease) in accrued income		768,441	(768,441)	1,191,049
(Increase)/decrease in payables		980,489	519,511	2,465,490
(Increase)/decrease in contract liabilities		1,050,000	(31,512)	(1,056,238)
(Increase)/decrease in accrued liabilities		453,458	773,271	517,705
(Increase)/decrease in provisions		1,017,606	(1,032,606)	902,619
Net cash from operating activities		35,026,305	35,774,774	37,951,600

MATERIAL ACCOUNTING POLICIES

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.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 3: NET CURRENT ASSETS

(i) Composition of estimated net current asset	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
CURRENT ASSETS			
Cash and cash equivalents - unrestricted	3,568,754	7,043,070	11,705,784
Cash and cash equivalents - restricted	15,350,000	22,956,643	21,000,001
Other financial assets	138,000,000	136,000,000	143,000,000
Trade and other receivables	11,000,000	12,000,000	11,800,000
Inventories	170,000	165,000	160,000
Other	2,200,000	1,800,000	600,000
	170,288,754	179,964,713	188,265,784
LESS : CURRENT LIABILITIES			
Trade and other payables			
Non-restricted funds creditor	(9,000,000)	(11,000,000)	(10,500,000)
Restricted funds creditor	(9,800,000)	(9,500,000)	(9,500,000)
Other financial liability	(1,200,000)	(800,000)	(1,100,000)
Contract liabilities	(2,900,000)	(3,600,000)	(2,650,000)
Borrowings	(160,000)	(175,000)	(215,000)
Employee related provisions	(9,500,000)	(9,700,000)	(9,100,000)
	(32,560,000)	(34,775,000)	(33,065,000)
NET CURRENT ASSETS	137,728,754	145,189,713	155,200,784
Less: Cash and cash equivalents - restricted reserves	96,699,318	130,922,488	122,270,765
Less: Cash and cash equivalents - restricted municipal	41,029,436	14,267,225	32,930,019
	137,728,754	145,189,713	155,200,784
Estimated surplus/(deficiency) carried forward	-	-	-
(ii) Operating activities excluded from budgeted deficiency			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .			
ADJUSTMENTS TO OPERATING ACTIVITIES			
Add depreciation	32,666,459	33,335,068	24,768,455
Add plant investment provision	598,599	235,305	575,984
Non cash amounts excluded from operating activities	33,265,058	33,570,373	25,344,439

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 3: NET CURRENT ASSETS**MATERIAL ACCOUNTING POLICIES****Current and non-current classification**

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 or non-current based on the City's intentions to release for sale.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

Inventories**General**

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

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

Superannuation

The City contributes to a number of superannuation funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

Land held for resale

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

Gains and losses are recognised as 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 resale is classified as current except where it is held as non-current based on the City's intentions to release for sale.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 3: NET CURRENT ASSETS

MATERIAL ACCOUNTING POLICIES

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.

Contract liabilities

Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

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 grants, contributions, reimbursements and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value is considered immaterial.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

Provisions

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

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

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 3: NET CURRENT ASSETS

MATERIAL ACCOUNTING POLICIES

Employee benefits

Short-term employee benefits

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

The City's obligations for short term employee benefits such as wages, salaries and sick leave are recognised as part of current trade and other payables in the determination of the net current asset position. The City's obligations for employee's annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity date that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its Statement of Financial Position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract assets

Contract assets primarily relate to the City's right to consideration for work completed but not billed at the end of the period.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 4: ACQUISITION OF ASSETS

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

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
By Program			
Furniture and Equipment			
Community Amenities	290,000	551,961	290,000
Recreation and Culture	562,000	1,507,288	834,000
Transport	-	30,000	-
Other Property and Services	2,913,400	2,955,597	1,687,304
Plant and Equipment			
Other Property and Services	2,028,650	7,592,176	1,247,955
Land and Buildings			
Governance	8,000,000	8,000,000	8,000,000
Community Amenities	13,615,969	10,748,428	6,042,627
Recreation and Culture	7,495,220	2,888,106	8,849,080
Economic Services	-	1,492,040	-
Infrastructure Assets			
Governance	8,400,000	8,400,000	8,400,000
Community Amenities	4,238,169	2,014,425	2,825,000
Recreation and Culture	5,397,484	3,879,309	4,620,516
Transport	17,012,643	19,917,414	16,423,288
	69,953,535	69,976,744	59,219,770
By Asset Class			
Furniture and Equipment	3,765,400	5,044,846	2,811,304
Plant and Equipment	2,028,650	7,592,176	1,247,955
Land and Buildings	29,111,189	23,128,574	22,891,707
Infrastructure Assets	35,048,296	34,211,148	32,268,804
	69,953,535	69,976,744	59,219,770

Note - Acquisition of assets include amounts carried forward in the 2023-2024 forecast and 2024-2025 budget.

MATERIAL 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.

Investment Properties

Investment properties are properties held to earn rentals and/or for capital appreciation, and are accounted for using the fair value model. Investment properties are carried at fair value of the assets. They will be subject to revaluation at the end of each financial year in accordance with the mandatory measurement framework. Any gain or loss resulting from either a change in the fair value or the sale of an investment property is immediately recognised in Statement of Comprehensive Income. Rental income and operating expenses from investment property are reported within revenue and other expenses respectively.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 5: DISPOSAL OF ASSETS

The following assets are budgeted to be disposed during the year:

2024-2025 Budget			
	Net Book Value	Sale	Profit/(Loss)
	\$	Proceeds	\$
By Class			
Plant and Equipment	467,715	467,715	-
	467,715	467,715	-
By Program			
Other Property and Services	467,715	467,715	-
	467,715	467,715	-

MATERIAL 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.

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 the Statement of Comprehensive Income.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 6: ASSET DEPRECIATION

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Depreciation By Program			
Education & Welfare	311,177	310,256	241,053
Housing	46,806	46,720	36,246
Community Amenities	44,513	45,888	33,457
Recreation and Culture	10,078,152	10,591,392	6,700,613
Transport	14,656,196	14,524,903	11,432,691
Other Property and Services	7,529,614	7,815,909	6,324,395
	32,666,459	33,335,068	24,768,455
Depreciation By Asset Class			
Infrastructure	19,130,912	19,033,521	12,670,569
Building	8,162,711	8,752,443	7,360,054
Mobile Plant	2,000,000	2,129,515	1,996,959
Plant & Equipment	2,968,283	2,821,110	2,366,556
Computer Equipment	231,352	414,385	228,683
Furniture & Fittings	173,203	184,094	145,635
	32,666,459	33,335,068	24,768,455

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 6: ASSET DEPRECIATION

The depreciable amount of all fixed assets excluding freehold land vested land, Investment property including land & building and artworks, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Work in progress will not be depreciated as the assets are not considered available 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 depreciable assets are as follows:

General and Heritage Buildings (excluding Investment buildings)

-Sub structure	60 to 100 years
-Sub structure only for heritage building	60 to 400 years
-Super structure	25 to 80 years
-Roof	20 to 60 years
-Floor	15 to 30 years
-Fitout & fittings	15 to 40 years
-Services fire, security, electrical & transport	10 to 40 years
-Services hydraulic and mechanical	10 to 30 years

Plant & Equipment

Plant & equipment	1 to 10 years
Computer and electronic equipment	3 to 5 years
Furniture & fittings, fleet, mobile and other plant	1 to 10 years

Infrastructure

Infrastructure – Footpath	10 to 60 years
Infrastructure – Stormwater drainage	40 to 130 years
Infrastructure – Roads	
-Formation	Not Depreciated
-Base	50 to 80 years
-Surface	50 to 80 years
-Kerbing and pavement	50 to 80 years

Other infrastructure

Parks/ POS	3 to 100 years
Street furniture	5 to 30 years
Irrigation	5 to 30 years
Jetties and boardwalks	50 to 100 years

Freehold/Investment properties/vested land and artworks	Not Depreciated

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 7: BORROWINGS

(a) Repayments of self-supporting loans

Program / Sporting Body	Loan No	Maturity Date	Principal Outstanding 01-07-2024 \$	New Loans (Loans Discharged) \$	Principal Repayments		Interest Repayments		Principal Outstanding	
					Budget 2024-2025	Forecast 2023-2024	Budget 2024-2025	Forecast 2023-2024	Budget 2024-2025	Forecast 2023-2024
					\$	\$	\$	\$	\$	\$
Recreation and Culture										
Tompkins Park Community & Recreation Association	399	31/12/2029	175,435	-	25,868	12,018	9,339	5,586	149,567	175,435
Bull Creek Tennis Club	406	15/12/2025	10,610	-	6,974	6,593	453	835	3,636	10,610
Melville Glades Golf Club	411	1/08/2028	554,798	-	110,860	104,496	31,650	38,013	443,938	554,798
Brentwood Karoonda Sporting Association	415	11/07/2036	139,119	-	9,242	8,956	4,337	4,624	129,877	139,119
Windelya Sports Association Inc	416	27/11/2034	276,747	-	24,124	23,686	4,982	5,420	252,623	276,747
Kardinya Bowling Club	417	20/08/2026	50,423	-	20,067	19,932	308	443	30,356	50,423
Total			1,207,132	-	197,135	175,680	51,068	54,921	1,009,998	1,207,132

(b) Unspent Borrowings

The City has no unspent borrowings on self-supporting loans as at 30th June 2024, nor is it expected to have unspent borrowings on self-supporting loans as at 30th June 2025.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 7: BORROWINGS

Loan Indebtedness

The City has borrowings that are entered to support clubs and associations in the upgrade of their facilities. All loan repayments are negotiated by the City with the WA Treasury Corporation. The loan repayments are paid by the City and then recouped from the respective clubs and associations in accordance with the signed agreements and repayment schedules.

The estimated total principal amount owing by the City by way of loan as at 30 June 2025 is \$1,009,998 (\$1,207,132 as at 30 June 2024).

As a member of the Resource Recovery Group (RRG), formerly known as Southern Metropolitan Regional Council (SMRC), the City acts as a guarantor in respect to the assets and liabilities of the RRG. Following the end of the financial year ended 30 June 2023, the City at its ordinary Council Meeting held on 21 November 2023 resolved to withdraw from the RRG and all associated projects, effective 1 July 2025. The other remaining participant of the RRG, City of Fremantle, also resolved at its Ordinary Council Meeting held on 22 May 2024 to withdraw from the RRG and all associated projects, effective from 1 July 2025. Any financial impact to the City is unable to be estimated at the time of issue of the budget report. The City carries a Refuse Facilities reserve which is available to provide financial support to the withdrawal process.

MATERIAL 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.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 8: RESERVE ACCOUNTS

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Restricted by council			
Melville South Underground Power & Streetscape Enhancement Reserve			
<i>To be used for underground power projects and streetscape enhancements in the Melville South Underground Power project area.</i>			
Opening Balance	2,959	2,959	2,959
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	-	-	-
Funds to be used	-	-	-
Closing Balance	2,959	2,959	2,959
Civic Centre Precinct Improvements Reserve			
<i>To be used for improvements to the buildings and associated landscaping and car parking located within the Civic Centre Precinct (Melville City Centre).</i>			
Opening Balance	6,314	6,314	6,747
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	-	-	-
Funds to be used	-	-	-
Closing Balance	6,314	6,314	6,747
Commercial Refuse Reserve			
<i>To be used for the acquisition, replacement or upgrade of commercial refuse bins, vehicles, plant and equipment used for commercial waste operations and the development of commercial waste collection opportunities and to meet any shortfalls in the Refuse Facilities Reserve.</i>			
Opening Balance	4,796,967	4,611,989	4,830,319
Funds to be set aside	-	-	12,044
Funds to be set aside - Investment Earnings	291,500	276,400	276,400
Funds to be used	(84,415)	(91,422)	-
Closing Balance	5,004,052	4,796,967	5,118,763
Community Facilities Reserve			
<i>To be used for the provision of new, renewed or upgraded community facilities/buildings.</i>			
Opening Balance	8,283,607	16,430,519	20,008,333
Funds to be set aside	13,705,000	4,903,250	4,810,050
Funds to be set aside - Investment Earnings	130,200	1,549,647	329,647
Funds to be used	(19,883,720)	(14,599,809)	(19,043,167)
Closing Balance	2,235,087	8,283,607	6,104,863
Community Centre Fitout, Furniture and Equipment Reserve			
<i>To be used to fund the acquisition of and replacement of the fitouts, furniture and specialised equipment requirements for community centres and multipurpose rooms at venues owned by the City of Melville.</i>			
Opening Balance	25,045	85,897	13,841
Funds to be set aside	26,000	35,000	35,000
Funds to be set aside - Investment Earnings	2,800	1,075	1,075
Funds to be used	(7,300)	(96,927)	(30,000)
Closing Balance	46,545	25,045	19,916

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 8: RESERVE ACCOUNTS

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Community Surveillance and Security Reserve			
<i>To temporarily retain any surpluses that may arise from the Property Surveillance and Security Service Charge to be used to offset future years Property Surveillance and Security Service Charges or for the purchase of plant and equipment or upgrade of vehicles used for community surveillance and security services.</i>			
Opening Balance	527,071	710,521	683,773
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	15,900	30,940	30,940
Funds to be used	(270,102)	(214,390)	(141,726)
Closing Balance	272,869	527,071	572,987
Fleet Services Vehicles, Plant and Equipment Replacement Reserve			
<i>To be used to fund the purchase of replacement vehicles, plant and equipment.</i>			
Opening Balance	8,059,981	10,443,925	6,316,243
Funds to be set aside	1,500,000	2,000,000	2,000,000
Funds to be set aside - Investment Earnings	505,000	433,479	433,479
Funds to be used	(1,394,650)	(4,817,423)	(721,951)
Closing Balance	8,670,331	8,059,981	8,027,771
New / Upgrade Works Reserve (Previously Future Works Reserve)			
<i>To be used to fund the "New" and "Upgrade" components of the costs of Infrastructure Capital Works and Buildings as opposed to renewal of existing assets as per Asset Management Plans.</i>			
Opening Balance	4,256,476	5,317,996	1,050,570
Funds to be set aside	8,434,579	6,798,800	6,426,000
Funds to be set aside - Investment Earnings	110,400	274,326	274,326
Funds to be used	(10,905,947)	(8,134,646)	(2,670,541)
Closing Balance	1,895,508	4,256,476	5,080,355
Information Technology Reserve			
<i>To be used to fund the acquisition and replacement of computer software, information technology hardware and costs of utilisation of service based and emerging technologies.</i>			
Opening Balance	3,722,782	4,485,443	3,339,048
Funds to be set aside	2,800,000	1,800,000	1,800,000
Funds to be set aside - Investment Earnings	200,000	184,044	184,044
Funds to be used	(3,289,000)	(2,746,705)	(1,914,700)
Closing Balance	3,433,782	3,722,782	3,408,392
Infrastructure Asset Management Reserve			
<i>To be used to fund infrastructure asset management projects including the construction, maintenance and renewal of the City of Melville's road, path, kerbing, street furniture, park structures, playground, irrigation/reticulation and drainage infrastructure assets.</i>			
Opening Balance	38,618,334	43,346,440	46,482,026
Funds to be set aside	11,375,000	11,391,756	11,000,000
Funds to be set aside - Investment Earnings	1,592,600	1,742,530	1,742,530
Funds to be used	(23,576,235)	(17,862,392)	(26,953,942)
Closing Balance	28,009,699	38,618,334	32,270,614

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 8: RESERVE ACCOUNTS

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Land and Property Reserve			
<i>To be used to:</i>			
<i>a) fund the acquisition or construction of commercial revenue earning land and/or buildings, or</i>			
<i>b) fund the acquisition of land and buildings in structure plan areas to help encourage the redevelopment of those structure plan areas by assembling developable land parcels and fund with Council approval, infrastructure and other developments in line with structure plan principles; or</i>			
<i>c) internally fund the purchase or construction of City of Melville community facilities or infrastructure assets, on the basis that those funds will be returned to the Land and Property Reserve over a predetermined period of time with interest, with the interest rate being set at what would have been charged by the Western Australian Treasury Corporation for the term of the borrowing using the Semi Annual Annuity interest rate.</i>			
Opening Balance	31,804,915	31,182,608	31,520,612
Funds to be set aside	15,000	-	-
Funds to be set aside - Investment Earnings	1,015,500	1,756,374	1,756,374
Funds to be used	(15,400,300)	(1,134,067)	(750,000)
Closing Balance	17,435,115	31,804,915	32,526,986
Leave Entitlements Reserve			
<i>To be used to fund the non-current liability amount of annual, sick and long service leave entitlements accrued in previous financial years beyond the amount provided for in the Provision for Leave current liability account.</i>			
Opening Balance	2,957,870	2,798,153	2,798,153
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	183,000	159,717	159,717
Funds to be used	-	-	-
Closing Balance	3,140,870	2,957,870	2,957,870
Library, Museums & Arts Equipment & Specialised Fitout Reserve			
<i>To be used to fund the acquisition and replacement of the fit outs, furniture and specialised equipment for art centres, museums and libraries.</i>			
Opening Balance	269,987	535,828	270,575
Funds to be set aside	100,000	190,000	190,000
Funds to be set aside - Investment Earnings	15,700	13,960	13,960
Funds to be used	(117,100)	(469,801)	(216,000)
Closing Balance	268,587	269,987	258,535
Organisational Environment Sustainability Initiatives Reserve			
<i>To be used to fund environmental initiatives which are intended to reduce the energy usage and/or carbon footprint of the corporation of the City of Melville or for debt servicing costs associated with any loan borrowings taken out for such purposes.</i>			
Opening Balance	7,332,721	7,387,767	6,954,417
Funds to be set aside	250,000	250,000	250,000
Funds to be set aside - Investment Earnings	352,400	314,190	314,190
Funds to be used	(1,885,090)	(619,236)	(1,700,000)
Closing Balance	6,050,031	7,332,721	5,818,607

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 8: RESERVE ACCOUNTS

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Parking Facilities Reserve			
<i>To be used to fund the provision, refurbishment or improvement of parking facilities and equipment.</i>			
Opening Balance	384,321	324,553	306,328
Funds to be set aside	40,000	40,000	40,000
Funds to be set aside - Investment Earnings	26,300	19,768	19,768
Funds to be used	-	-	-
Closing Balance	450,621	384,321	366,096
Parking Management - Canning Bridge Activity Centre Reserve			
<i>To fund public place improvement, business improvement, place activation and encourage a safer, more active and vibrant community and business precinct, through a place based grant program at the discretion of an internal assessment committee.</i>			
Opening Balance	595,300	593,079	489,217
Funds to be set aside	218,000	132,000	132,000
Funds to be set aside - Investment Earnings	42,900	28,609	28,609
Funds to be used	(120,000)	(158,388)	(120,000)
Closing Balance	736,200	595,300	529,826
Parking Management - Riseley Activity Centre Reserve			
<i>To fund public transport, car parking, streetscape upgrades that improve opportunities for walking and cycling, footpaths and other pedestrian-related infrastructure, cycle paths and other cycling-related infrastructure, street trees, plants and landscaping that improves pedestrian amenity and/or Travelsmart programs and initiatives at the Riseley Activity Centre, or as per the discretion of the Council under the advice of a Parking Fund Advisory Committee.</i>			
Opening Balance	102,131	74,587	75,120
Funds to be set aside	10,000	22,000	22,000
Funds to be set aside - Investment Earnings	7,000	5,544	5,544
Funds to be used	-	-	-
Closing Balance	119,131	102,131	102,664
Private Swimming Pool Inspection Fee Reserve			
<i>To temporarily retain any surpluses that may arise from the Swimming Pool Inspection fees to be used to offset any deficits that may occur in future years operations of the Private Swimming Pools Inspection Program.</i>			
Opening Balance	34,930	75,767	71,559
Funds to be set aside	4,097	-	-
Funds to be set aside - Investment Earnings	2,500	1,659	1,659
Funds to be used	-	(42,496)	(42,496)
Closing Balance	41,527	34,930	30,722

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 8: RESERVE ACCOUNTS

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Public Open Space and Urban Forest Reserve			
<i>To be used to fund the purchase, development and re-development of public open spaces, including streetscapes, bushlands, parks and reserves and to fund initiatives to enhance and improve the urban forest or for debt servicing costs associated with any loan borrowings taken out for such purposes.</i>			
Opening Balance	2,176,383	3,803,775	3,355,384
Funds to be set aside	1,066,000	957,000	957,000
Funds to be set aside - Investment Earnings	100,000	113,638	113,638
Funds to be used	(1,625,782)	(2,698,030)	(2,321,516)
Closing Balance	1,716,601	2,176,383	2,104,506
Rates Equalisation and Contingency Reserve			
<i>To temporarily retain any surplus carried forward funds as shown in the audited Annual Financial Report Rate Setting Statement in excess of the estimated surplus funds brought forward amount identified in the following years Annual Budget Rate Setting Statement to subsequently be used to reduce the need to raise rates in future years or to meet any budget shortfalls identified during budget reviews including expenditure on unbudgeted contingencies.</i>			
Opening Balance	250,000	2,586,536	1,923,896
Funds to be set aside	-	96,636	-
Funds to be set aside - Investment Earnings	-	-	-
Funds to be used	-	(2,433,172)	(1,923,896)
Closing Balance	250,000	250,000	-
Recreation Centres Specialised Plant, Equipment and Structures Reserve			
<i>To be used to fund the acquisition, repair, upgrade and replacement of Recreation Centres specialised plant, equipment and structures.</i>			
Opening Balance	1,488,373	1,710,799	1,452,097
Funds to be set aside	-	462,000	462,000
Funds to be set aside - Investment Earnings	86,700	86,995	86,995
Funds to be used	(88,000)	(771,421)	(390,000)
Closing Balance	1,487,073	1,488,373	1,611,092
Refuse Bins Reserve			
<i>To be used for the purchase and replacement of any non-commercial refuse, recycling or Food Organics Garden Organics bins or receptacles.</i>			
Opening Balance	1,898,354	1,766,622	1,572,698
Funds to be set aside	-	399,000	399,000
Funds to be set aside - Investment Earnings	106,900	102,840	102,840
Funds to be used	(170,000)	(370,108)	(170,000)
Closing Balance	1,835,254	1,898,354	1,904,538

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 8: RESERVE ACCOUNTS

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Refuse Facilities Reserve			
<i>To be used for payments relating to the establishment and operation of waste management facilities, funding associated costs, and the cost of landscaping, environmental and rehabilitation works of former refuse tip sites operated or funded by the City of Melville. The reserve is also used for any additional waste collection, management and disposal costs of waste associated with storm, disaster or major pollution events.</i>			
Opening Balance	12,442,097	11,976,125	11,976,125
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	749,200	675,772	675,772
Funds to be used	(329,205)	(209,800)	(137,000)
Closing Balance	12,862,092	12,442,097	12,514,897
Risk Management and Insurance Equalisation Reserve			
<i>To be used to fund prior years insurance premium contingencies, the self insured element of insurance claims, risk reduction initiatives or projects, losses arising from investment activities and discretionary expenditure required as a consequence of unforeseen events beyond the control of the City.</i>			
Opening Balance	653,977	724,454	830,932
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	40,500	47,429	47,429
Funds to be used	-	(117,906)	-
Closing Balance	694,477	653,977	878,361
Special Projects Reserve			
<i>To be used to fund costs associated with City of Melville Council Elections, infrastructure asset condition surveys, asset valuations and gross rental value revaluations and strategic planning projects.</i>			
Opening Balance	198,580	800,747	156,621
Funds to be set aside	1,100,000	1,720,000	1,720,000
Funds to be set aside - Investment Earnings	38,000	1,064	1,064
Funds to be used	(1,335,000)	(2,323,231)	(1,858,000)
Closing Balance	1,580	198,580	19,685
Unexpended Works and Specific Purpose Grants Reserve			
<i>To be used to carry forward available funding for uncompleted projects and specific purpose grants that will be completed and expended in ensuing financial years.</i>			
Opening Balance	-	3,261,496	-
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	-	-	-
Funds to be used	-	(3,261,496)	-
Closing Balance	-	-	-

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 8: RESERVE ACCOUNTS

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
<i>Restricted by legislation</i>			
Funds in lieu of Development on Public Open Space Reserve			
<i>Maintained for the purpose of retaining and using funds in accordance with section 154(2) of the Planning and Development Act 2005.</i>			
Opening Balance	33,013	33,013	33,013
Funds to be set aside	-	-	-
Funds to be set aside - Investment Earnings	-	-	-
Funds to be used	-	-	-
Closing Balance	33,013	33,013	33,013
Summary			
Opening Balance	130,922,488	155,077,911	146,520,606
Funds to be set aside	40,643,676	31,197,442	30,255,094
Funds to be set aside - Investment Earnings	5,615,000	7,820,000	6,600,000
Funds to be used	(80,481,846)	(63,172,866)	(61,104,935)
Closing Balance	96,699,318	130,922,488	122,270,765

Note - Funds to be used from reserves include amounts carried forward in the 2023-2024 forecast and 2024-2025 budget.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 9: RATING INFORMATION

<i>Annual Budget 2024-2025</i>	<i>Number of Properties</i>	<i>Rateable value \$</i>	<i>Rate in \$ (cents) / Minimum Rate</i>	<i>Rate Revenue \$</i>	<i>Interim Rates</i>	<i>Back Rates</i>	<i>Total Revenue</i>
GENERAL RATE							
General Rate GRV							
Residential - Improved	32,084	939,750,231	7.325134	68,837,788	292,800	-	69,130,588
Residential - Unimproved	420	15,164,500	7.325134	1,110,818	73,200	-	1,184,018
	32,504	954,914,731		69,948,606	366,000	-	70,314,606
Commercial - Improved	1,573	245,656,374	9.024597	22,169,490	32,000	-	22,201,490
Commercial - Unimproved	24	2,035,470	9.024597	183,693	8,000	-	191,693
Strata Storage Units	-	-	9.024597	-	-	-	-
	1,597	247,691,844		22,353,183	40,000	-	22,393,183
Sub Total General Rate	34,101	1,202,606,575		92,301,789	406,000	-	92,707,789
MINIMUM RATE							
Minimum Rate							
Residential - Improved	9,438	159,276,604	1,434.42	13,538,056	-	-	13,538,056
Residential - Unimproved	840	10,860,000	1,434.42	1,204,913	-	-	1,204,913
	10,278	170,136,604		14,742,969	-	-	14,742,969
Commercial - Improved	184	1,775,888	1,162.98	213,988	-	-	213,988
Commercial - Unimproved	1	5,000	1,162.98	1,163	-	-	1,163
Strata Storage Units	57	165,890	1,162.98	66,290	-	-	66,290
	242	1,946,778		281,441	-	-	281,441
Sub Total Minimum Rate	10,520	172,083,382		15,024,410	-	-	15,024,410
Amount Raised from Rates	44,621	1,374,689,957		107,326,199	406,000	-	107,732,199
Storage Unit Concession				(33,145)			(33,145)
Melville Glades rates concession				(14,688)			(14,688)
Sub Total concessions				(47,833)	-	-	(47,833)
Total Amount Raised from Rates				107,278,365	406,000	-	107,684,365
Instalment Administration Fee							-
Instalment Interest							190,000
Late Payment Interest							200,000
GRAND TOTAL	44,621	1,374,689,957		107,278,365	406,000	-	108,074,365

Summary

<i>Annual Budget 2024-2025</i>	<i>Rate Assessments</i>		<i>Rateable Value</i>		<i>Rate Yield</i>		<i>Average Rate</i>
	<i>#</i>	<i>%</i>	<i>\$</i>	<i>%</i>	<i>\$</i>	<i>%</i>	<i>\$</i>
Residential	42,782	96%	1,125,051,335	82%	84,691,575	79%	1,980
Commercial	1,839	4%	249,638,622	18%	22,634,624	21%	12,308
	44,621	100%	1,374,689,957	100%	107,326,199	100%	

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 9: STATEMENT OF RATING INFORMATION

<i>Forecast 2023-2024</i>	<i>Number of Properties</i>	<i>Rateable value \$</i>	<i>Rate in \$ (cents)</i>	<i>Rate Revenue \$</i>	<i>Interim Rates</i>	<i>Back Rates</i>	<i>Total Revenue</i>
GENERAL RATE							
General Rate GRV							
Residential - Improved	31,735	928,402,908	7.009698	65,078,091	602,948	-	65,681,039
Residential - Unimproved	444	16,040,500	7.009698	1,124,387	-	-	1,124,387
	32,179	944,443,408		66,202,478	602,948	-	66,805,426
Commercial - Improved	1,565	243,224,825	8.635978	21,004,834	190,745	-	21,195,579
Commercial - Unimproved	20	1,955,470	8.635978	168,874	6,908	-	175,782
Strata Storage Units		-	8.635978	-	-	-	-
	1,585	245,180,295		21,173,708	197,653	-	21,371,361
Sub Total General Rate	33,764	1,189,623,703		87,376,186	800,601	-	88,176,787
MINIMUM RATE							
Minimum Rate							
Residential - Improved	9,491	160,115,824	1,372.65	13,027,819	120,702	-	13,148,521
Residential - Unimproved	946	11,968,410	1,372.65	1,298,526	-	-	1,298,526
	10,437	172,084,234		14,326,345	120,702	-	14,447,047
Commercial - Improved	185	1,775,888	1,112.90	205,887	1,870	-	207,757
Commercial - Unimproved	1	5,000	1,112.90	1,113	-	-	1,113
Strata Storage Units	57	165,890	1,112.90	63,435	-	-	63,435
	243	1,946,778		270,435	1,870	-	272,305
Sub Total Minimum Rate	10,680	174,031,012		14,596,780	122,572	-	14,719,352
Amount Raised from Rates	44,444	1,363,654,715		101,972,966	923,173	-	102,896,139
Storage unit rates concession				(31,697)	-	-	(31,697)
Melville Glades rates concession				(14,050)	-	-	(14,050)
Total Amount Raised from Rates				101,927,219	923,173	-	102,850,392
Instalment Administration Fee							191,275
Instalment Interest							150,000
Late Payment Interest							
GRAND TOTAL	44,444	1,363,654,715		101,927,219	923,173	-	103,191,667

Summary

<i>Forecast 2023-2024</i>	<i>Rate Assessments</i>		<i>Rateable Value</i>		<i>Rate Yield</i>		<i>Average Rate</i>
	<i>#</i>	<i>%</i>	<i>\$</i>	<i>%</i>	<i>\$</i>	<i>%</i>	<i>\$</i>
Residential	42,616	96%	1,116,527,642	82%	80,528,823	79%	1,890
Commercial	1,828	4%	247,127,073	18%	21,444,143	21%	11,731
	44,444	100%	1,363,654,715	100%	101,972,966	100%	

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 9: RATING INFORMATION

A differential rate loading of 23.20 per cent above the residential rate was applied to commercial and industrial land. If the differential rates were not imposed, the rate in the dollar would be approximately 7.675144 cents with a minimum rate of \$1,428.18. This rate is referred to as the standard rate.

The purpose of imposing a differential rate is to obtain a fair income from all land within the Municipal district.

In accordance with Section 6.36 of the *Local Government Act 1995* and the Notice of the Council's Intention to Levy Differential Rates for the 2024-2025 Financial Year on certain properties within the City, detailed hereafter are the Objects and Reasons for those proposals.

Overall Objective

The overall objective of the proposed rates and charges in the 2024-2025 Budget is to provide for the net funding requirement of the City's programmes as outlined in the Budget. Rates are levied on all rateable property in accordance with the *Local Government Act 1995*.

The gross rental values on which the rating principles are based are effective from 1 July 2023 and will be applied for rates calculations in the 2024-2025 year. Gross rental values are reviewed by the Valuer-General once every three years.

Rate Category

The following rate categories have been established:

- Residential Improved and Unimproved Land
- All Commercial/Industrial Land including hotels, TAB's, hospitals, service stations and storage units
- Minimum Rates in respect to Residential Improved and Unimproved, and all Commercial Land

Proposed Rates and Minimum Charges for 2024-2025

A notice of intention to impose Differential Rates was featured on the City of Melville's website on Wednesday 22 May 2024 and in newspapers as follows

- Perth Now Melville on Thursday 23 May and 6 June 2024
- Melville Herald on Saturday 25 May 2024 and Saturday 1 June 2024
- Fremantle Herald on Saturday 1 June 2024

The notice was also advertised on e-news on Friday, 24 May 2024 and hardcopies were available for inspection at the City's Libraries and Civic Centre from Wednesday 22 May 2024.

Proposed rates in the dollar and minimum rates for the 2024-2025 financial year for each rating category are as follows:

Residential Improved and Unimproved Land

A rate in the dollar of 7.325134 cents and minimum rate of \$1,434.42 has been estimated for 2024-2025 for all residential land, compared to a rate in the dollar of 7.009698 cents and minimum rate of \$1,372.65 in 2023-2024.

Rates income provided by this category, including minimum rates, is approximately 79% (\$84.7m) of the total rate requirements of the City.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 9: RATING INFORMATION

Differential Rating – All Commercial/Industrial Land

The rate in the dollar estimated for this category for 2024-2025 is 9.024597 cents in the dollar, compared to 8.635978 in 2023-2024.

The positive differential general rate for commercial/industrial land is proposed in order to fund the additional costs of servicing these types of properties. Commercial premises generate higher volumes of pedestrian and traffic movements than residential properties and this results in increased road and streetscape maintenance requirements, additional on-street parking needs and the requirement to install additional traffic treatments. Due to the increased presence of litter surrounding commercial and industrial land the City is also required to provide additional litter collection services to these areas. Patrons and employees of commercial and industrial premises are consumers of municipal services but unless they are also property owners within the City, are not contributing to the cost of services used by them in the City of Melville.

The minimum rate estimated for this category for 2024-2025 is \$1,162.98 compared to \$1,112.90 in 2023-2024.

The minimum rate for all Commercial/Industrial land is different to that charged for Residential land in recognition of the fact that rubbish collection is not included in the rates calculated.

Rates income provided by this category, including minimum rates, is approximately 21% (\$22.6m) of the total rate requirements of the City.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 10: SERVICE CHARGES

Property Surveillance & Security Service Charge

It is proposed to set the 2024-2025 Property Surveillance & Security Service Charge at \$62.00. This Service Charge is raised for the purpose of meeting the cost of operation of the Community Security Liaison Service.

<i>Community Security</i>	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Operating Income			
Service Charges	2,774,702	2,616,960	2,616,960
Total Operating Income	2,774,702	2,616,960	2,616,960
Operating Expenditure			
Employee Costs	(2,284,032)	(2,102,498)	(2,102,654)
Internal Charges	(656,112)	(630,372)	(630,372)
Internal Recovery	28,340	28,340	28,340
Materials & Contracts	(128,000)	(124,820)	(51,500)
Other Expenditure	(5,000)	(2,000)	(2,500)
Total Operating Expenditure	(3,044,804)	(2,831,350)	(2,758,686)
Net Operating Income/(Expenditure)	(270,102)	(214,390)	(141,726)
Transfer From/(To) Community Surveillance and Security Reserve	270,102	214,390	141,726
Net Community Security	-	-	-

A reconciliation will be carried out at the end of the financial year since the 2023-2024 forecast amounts may change. Any surplus funds will be placed in the Community Surveillance and Security Reserve, or funds drawn from the Community Surveillance and Security Reserve if in deficit.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 11: OTHER CHARGES

Emergency Services Levy

On 1 July 2003, the State Government introduced the Emergency Services Levy (ESL) that requires local governments to act as collection and administration agents for this levy on behalf of the State Government. The ESL rates declared by the Minister for Emergency Services for 2024-2025 will be included in the City's rate notices.

Swimming Pool Inspection Fee

The estimated cost of the four yearly inspection cycle is \$204.00, with one quarter of that cost being calculated at \$51.00 per annum.

<i>Swimming Pool</i>	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Operating Income			
Fees & Charges	510,000	493,587	493,587
Total Operating Income	510,000	493,587	493,587
Operating Expenditure			
Employee Costs	235,417	279,511	279,511
Internal Charges	269,566	255,652	255,652
Materials & Contracts	920	920	920
Total Operating Expenditure	505,903	536,083	536,083
Net Operating Income/(Expenditure)	4,097	(42,496)	(42,496)
Transfer From/(To) Private Swimming Pool Inspection Fee Reserve	(4,097)	42,496	42,496
Net Swimming Pool	-	-	-

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 12: INTEREST CHARGES AND INSTALMENTS – RATES & SERVICE CHARGES

Payment by Instalments

The option to pay rates in four instalments will again be offered. Similar to 2023-2024, no administration fees will be charged to residents taking advantage of the payments by instalments option.

Section 6.45 of the Local Government Act provides the opportunity for a Local Government to impose an additional charge over and above the administrative charge, where payments of rates or service charges are made by instalments. Effectively this is an interest charge which has been set at a maximum amount of 5.5% to enable a Local Government to recover some of the lost investment revenue that would have been earned had the payment of rates or service charges been made in one lump sum by the first due date. It is considered that the imposition of this charge at this time will, in the absence of the early payment discount, encourage more ratepayers to pay their rates early.

Similar to 2023-2024, the interest rate is set at 2% for 2024-2025 so as not to place undue burden on ratepayers.

Payment and Instalment Due Dates

The due dates for payment of rates and the instalment due dates are as follows:

Full payment and 1 st instalment due date	29 August 2024
2 nd Instalment due date	28 October 2024
3 rd Instalment due date	3 January 2025
4 th and final instalment due date	6 March 2025

Credit Card Surcharge Fee

Similar to 2023-2024, a credit card surcharge fee will not be charged in 2024-2025 to offset the additional costs of bank fees associated with credit card payments.

Interest Charge on Outstanding Rates and Service Charges

Section 6.51 of the Local Government Act provides the opportunity for a Local Government to impose a maximum interest rate of 11%, on amounts owing.

Similar to 2023-2024, an interest rate of 3.5% will be imposed in 2024-2025 on all rates and service charges, including the refuse charge, swimming pool inspection fee, property surveillance and security service charge, underground power and streetscape service charges or specified area rates that are not paid by the due date.

Rates Concessions

Strata Storage Units:

Applies to appropriately zoned and used strata titles units of 18m² or smaller. The concession recognises the small size of the property in physical terms and attempts to redress the perceived inequity issues of applying a standard minimum rate to these properties. A concession of \$581.50 per property applies, resulting in a total concession of \$33,145.

Melville Glades Golf Club:

Concession provided on the basis of recognising their substantial contribution to the community by maintaining the vested golf course land, resulting in a total concession of \$14,688.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 12: INTEREST CHARGES AND INSTALMENTS – RATES & SERVICE CHARGES

Rates Incentives

In 2024-2025, the City of Melville will offer three prizes of \$1,000 in cash donated from Westpac and a 12 month LeisureFit membership for anyone who pays in full or the 1st instalment by the due date using any payment method, as an incentive to encourage commercial and residential ratepayers to pay their rates in a timely manner.

Elected members and staff are not eligible to win prizes as a sole or part owner of any property.

NOTE 13: INTEREST CHARGE – LATE PAYMENT (OTHER THAN RATES & SERVICE CHARGES)

Section 6.13 of the Local Government Act provides the opportunity for a Local Government to impose a maximum interest rate of 11% on all outstanding accounts in respect to commercial activities with such interest being charged thirty five days after the date which is stated on the account for payment.

50% of the maximum interest charge permitted under the regulations may be imposed on all outstanding accounts in respect to community clubs and organisations with such interest being charged sixty days after the date which is stated on the account for payment.

Interest charges outlined above will not apply where the account outstanding is \$50.00 or less.

The Chief Executive Officer has been granted delegated authority to determine which category a particular debt falls within.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 14: FEES AND CHARGES REVENUE

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
General Purpose Funding	130,000	135,000	135,000
Law, Order, Public Safety	204,200	228,700	228,700
Health	265,224	271,540	269,540
Education & Welfare	127,579	128,719	130,719
Housing	51,816	110,760	110,760
Community Amenities	4,478,993	3,447,710	3,411,710
Recreation and Culture	7,842,410	7,943,516	6,600,501
Transport	1,450,500	1,402,500	1,019,000
Economic Services	1,929,667	2,841,685	2,921,685
Other Property and Services	95,308	92,560	101,560
	16,575,696	16,602,689	14,929,174

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 15: REVENUE AND EXPENDITURE

(A) REVENUE AND EXPENDITURE CLASSIFICATION

REVENUES

Rates

All rates levied under the *Local Government Act 1995*. This includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less any discounts offered. It excludes administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies And Contributions

All amounts received as grants, subsidies and contributions that are not capital grants.

Capital Grants, Subsidies And Contributions

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

Revenue From Contracts With Customers

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

Fees And Charges

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

Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

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 underground electricity, water and neighbourhood surveillance services.

It 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.

Interest Revenue

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 cannot be classified under the above headings, includes discounts and rebates.

Profit on Asset Disposal

Gain on the disposal of assets including gains on the disposal of long term investments.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 15: REVENUE AND EXPENDITURE

EXPENSES

Employee Costs

All costs associated with the employment of a 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, conference, safety expenses, medical examinations, fringe benefit tax, etc.

Note AASB 119 *Employee Benefits* provides a definition of employee benefits which should be considered.

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 (such as telephone and internet charges), advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, and rental or lease expenditures.

Utility Charges (Gas, Electricity, Water)

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

Insurance

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

Loss On Asset Disposal

Loss on the disposal of fixed assets.

Depreciation On Non-Current Assets

Depreciation expense raised on classes of assets except freehold land, vested land, investment properties, artworks and assets recorded in the portable and attractive asset register in accordance with Local *Government Financial Regulation 17B*.

Finance Costs

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 levies including DFES levy and State taxes. Donations and subsidies made to community groups.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 15: REVENUE RECOGNITION

(B) MATERIAL ACCOUNTING POLICIES

Recognition of revenue from contracts with customers is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

<i>Revenue Category</i>	<i>Nature of goods and services</i>	<i>When obligations typically satisfied</i>	<i>Payment terms</i>	<i>Returns/Refunds/Warranties</i>	<i>Timing of Revenue Recognition</i>
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	Output method based on project milestones and /or completion date matched to performance obligations as inputs are shared
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	On payment and issue of the licence, registration or approval
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	On entry to facility
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
Sale of stock	Kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Output method based on goods

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 16: PROGRAM INFORMATION

Key terms and definitions – reporting programs

In order to discharge its responsibilities to the community, the City has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities or programs. The City operations as disclosed in this budget encompass the following service orientated activities/programs.

OBJECTIVE

ACTIVITIES

Governance

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

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the City. 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 and enforcement 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.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

Education And Welfare

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

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home care programs and youth services.

Housing

To provide and maintain housing.

Provision and maintenance of staff and housing.

Community Amenities

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes and public conveniences.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 16: PROGRAM INFORMATION

Recreation And Culture

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

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

Transport

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

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

Economic Services

To help promote the City and its economic wellbeing.

Tourism and area promotion. Provision of rural services including weed control, vermin control and standpipes. Building control.

Other Property And Services

To monitor and control operating accounts

Private works operation, plant repair and costs.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 17: OTHER INFORMATION

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
The net result includes as revenues			
(a) Interest earnings			
Reserve Funds	5,615,000	7,820,000	6,600,000
Other Funds	3,815,000	2,200,000	2,400,000
Late payment of fees and charges	200,000	200,000	220,000
Other Interest Revenue	215,000	215,000	195,000
	9,845,000	10,435,000	9,415,000
(b) Other revenue			
Other Revenue	983,826	3,525,358	1,201,008
	983,826	3,525,358	1,201,008
The net result includes as expenses			
(c) Auditors remuneration			
Audit Services	200,000	140,000	100,000
Other Services	-	10,000	-
	200,000	150,000	100,000
(d) Interest expenses (finance costs)			
Borrowings (refer note 7)	51,068	54,921	54,922
	51,068	54,921	54,922
(e) Write offs			
Fees and charges	52,811	17,604	17,604
	52,811	17,604	17,604

NOTE 18: TRUST FUNDS

Trust funds previously held in trust has been transferred to reserve account under section 153 and *Local Government Act 1995* section 6.11 for the purposes set out in subsection (2)(a) to (d). There is no balance under Trust fund.

NOTE 19: MAJOR LAND TRANSACTION

There are no major land transactions in accordance with section 8A of *Local Government (Functions and General) Amendment Regulations 2011*, which is in line with section 3.59 of *Local Government Act 1995*.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 20: MAJOR TRADING UNDERTAKINGS

Melville City Centre Land Exchange, Booragoon

The Melville City Centre Structure Plan was approved in 2015. The Plan responded to a proposal by the owners of the Garden City Shopping Centre (Westfield Booragoon) to expand the existing centre. The Structure Plan requires the creation of a vibrant "High Street" generally in the area between the shopping centre and the City of Melville Administration Centre. Achievement of the High Street would be enhanced through an adjustment of the boundary between the City's land and the shopping centre site. A conditional "like for like" land swap had been agreed between the City and AMP Capital Funds Management to achieve a rationalisation of this boundary. The land exchange agreement was approved by Council and executed in 2015. The City of Melville's agreements with AMP Capital Funds Management expired in July 2020 when the Sunset Date lapsed. As a result the agreements have come to an end.

Late in 2019, AMP Capital Funds Management sold 50% of its interest in Westfield Booragoon to Scentre Custodian Pty Ltd (Westfield) including management and development rights. Due to the restructured ownership of the Westfield Booragoon, Scentre Group has revised the redevelopment scheme and High Street. As a result the location of the High Street has changed slightly but the need for the land exchange was still apparent. In March 2021 AMP Capital Funds Management sold its remaining 50% interest in Westfield Booragoon to Dexu Wholesale Property Limited.

Council approved the advertising of the proposed new land exchange under Section 3.58 of the Local Government Act 1995 in December 2020. Public submissions were presented after the close of the Public Notice period and Council approved the preparation of the land exchange agreement between the City of Melville and Scentre Custodians Pty Ltd/ AMP Capital Funds Management Ltd. Council approved the *Agreement for Exchange of Land: Melville City Centre* at February 2022 Ordinary Meeting of Council. The Agreement is being signed and executed by the parties and will take effect from the date of execution.

Scentre Group lodged its Development Application with the State Development Assessment Unit (SDAU) in September 2021 for the redevelopment of Westfield Booragoon Shopping Centre and creation of the High Street. The application was approved by the SDAU in February 2023 and redevelopment works are expected to commence in 2025.

Carawatha "Gallery" Residential Development Project, Willagee

As identified as part of the Land Asset Strategy review and Council decision in December 2013, the City undertook a Request for Proposal (RFP) process in April 2015 to explore options for the potential redevelopment of a portion of the former Carawatha Primary School site in Willagee, which the City acquired from the State Government in June 2006. Subsequently a proponent (Satterley Property Group) was selected from the RFP assessment process and the City has finalised the redevelopment concepts, development model and agreements which will see Satterley Property Group as Project Manager, Satterley Carawatha Pty Ltd as Developer and the City of Melville as Owner. The appointment of the proponent followed the relevant provisions (Section 3.59) of the Local Government Act 1995 which dealt with the Major Land Transactions. The City of Melville entered into a Development Agreement with Satterley Carawatha Pty Ltd and Project Management, Marketing and Sales Agreement with Satterley Property Group.

The project received subdivision approval from the Western Australian Planning Commission in March 2019. Satterley Property Group commenced the civil subdivision works in August 2019 with Practical Completion in March 2020. New Titles were issued for all the subdivided lots in May 2020 and these Titles remain in the name of the City of Melville (Owner) until sold or redeveloped and sold. The project includes 23 Cottage Lots, 16 Terrace Homes and 4 Apartments complex totalling 98 Apartments. All 23 Cottage lots have now sold and settled and the project manager (Satterley) tendered to the building industry for the construction of the 16 Terrace Homes and appointed and contracted Inspired Homes to construct the homes in line. Construction commenced in late 2021

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 20: MAJOR TRADING UNDERTAKINGS

with completion and settlement expected early 2024 as per the revised project programme. The first stage of the apartment constructions will occur once the project's management committee has determined that it is feasible in-light of the inflationary climate in the Economy and Construction Industry. The project is forecast to be completed in 2027.

Melville District Centre - Stock Rd Palmyra Strategic Site Ground Lease Redevelopment Proposal

Council approved the ground lease redevelopment proposal by Hall & Prior Aged Care Group in December 2018. The ground lease development agreements were approved by Council in December 2020 and signed and executed. Hall & Prior are in the process of satisfying their conditions under the Agreement for Lease and lodged its Development Application on the 20 December 2022 which will be determined by the SDAU. Site handover is planned for not until the end of 2024 with construction and redevelopment of the site into a \$60M+ integrated aged care and community facility to commence shortly after by Hall & Prior. The construction is expected to take 2 years with the ground lease income stream to commence flowing to the City at that time. The ground lease term including options is up to 90 years. The commencing annual lease value is \$350,000 p.a. resulting in an estimated cumulative notional ground lease value of approximately \$112 Million.

13 The Esplanade site – Strategic Site Ground Lease Redevelopment Proposal

In accordance with previous Council decision and directive aligned with the land asset strategy the City undertook a detail request for proposal (RFP) campaign in May 2019 to either purchase or ground lease the site from the City. Submissions were assessed and Oryx Communities was selected as preferred proponent to ground lease and redevelop the site for aged care. Due diligence and negotiations with the preferred proponent was undertaken and Council approved the advertising of the Major Land Transaction in accordance with Section 3.59 of the LGA 1995 in April 2020. The submissions report was presented to Council and the proposal was approved in November 2020. Council resolved that the draft ground lease development agreements be presented to Council for approval before execution. The final ground lease agreements were presented to Council for approval at the Ordinary Meeting of Council in February 2022. At the meeting Council resolved to defer the decision and passed an alternate motion to not approve the ground lease and terminate the ground lease proposal with Oryx Communities and investigate turning the site into public open space. As a result, this Major Land Transaction will not be proceeding.

Oryx Communities through their solicitors Lavan Legal notified that City of Melville that they reserve the right to claim costs, losses and damages against the City resulting from the Council's decision to terminate the ground lease proposal which was against Officer's advice. If the matter proceeds to Court, it is likely the claim action will be lodged by Oryx's solicitors through the Supreme Court which presides over civil claims above \$750,000.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 21: INVESTMENT IN ASSOCIATES AND INTEREST IN JOINT ARRANGEMENTS

(A) INVESTMENT IN ASSOCIATES

Resource Recovery Group (RRG)

The City is a member of the Resource Recovery Group (RRG). The RRG is controlled by a regional local government established in accordance with the Local Government Act 1995. The regional local government, being the Resource Recovery Group (RRG), formerly known as Southern Metropolitan Regional Council (SMRC), consists of two local governments which are participants in the RRG project. Participating Local Governments are required to contribute an annual fee to cover the capital cost in the establishment of the facility and pay gate fees for each tonne of waste they deliver to the facility to cover the operating costs. The capital costs for each participating Local Government member is based on a proportion using the Australian Bureau of Statistics population statistics. Each project participant will develop equity in the project equal to the relevant proportion of the total capital loan repayments made by that project participant. The City of Melville's RRG project proportional equity share in year 2022-2023 was 73.84%.

(B) JOINT ARRANGEMENTS

Carawatha "Gallery" Residential Development Project, Willagee

The City is an equal participant in the Carawatha Residential Redevelopment Project in Willagee with the Satterley Property Group via its Development Agreement with Satterley Carawatha Pty Ltd. The City's financial interest is represented by contributing the value of the land at market value to the project whilst Satterley Property Group contribute working capital to the project to fund development via payment of a Participation Fee which equates to the market value of land contributed by the City. In turn both participants will be called upon to contribute additional proportionate working capital to fund the building construction phase of the project. The City's capital is to be funded from the Land and Property Reserve with a maximum limit of \$8M approved in the Long Term Financial Plan. The City and Satterley Carawatha Pty Ltd will receive profit distributions in equal proportion during and at the end of the redevelopment project together with a return of all capital and land value contributed.

MATERIAL ACCOUNTING POLICIES

INVESTMENT IN ASSOCIATES

An associate is an entity over which the City has significant influence. Significant influence is the power to participate in the financial operating policy to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associate. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the City's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 21: INVESTMENT IN ASSOCIATES AND INTEREST IN JOINT ARRANGEMENTS

Profits and losses resulting from transactions between the City and the associate are eliminated to the extent of the City's interest in the associate. When the City's share of losses in an associate equals or exceeds its interest in the associate, the City discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the City will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

INTEREST IN JOINT ARRANGEMENTS

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the Financial Statements.

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 22: ELECTED MEMBERS REMUNERATION

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Mayor			
Mayor's allowance	97,115	93,380	93,380
Annual sitting fees	51,412	49,435	49,435
Mayor's vehicle	11,471	8,324	8,324
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special Office Capital Equipment	-	1,800	1,800
Conference fees	4,750	4,750	4,750
	169,748	162,689	162,689
<i>Bicton - Attadale - Alfred Cove Ward</i>			
Deputy Mayor			
Annual sitting fees	34,278	32,960	32,960
Deputy mayor's allowance	24,278	23,345	23,345
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special Office Capital Equipment	-	1,800	1,800
Conference fees	4,750	4,750	4,750
	68,306	67,855	67,855
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special office capital equipment	-	-	-
Conference fees	4,750	4,750	4,750
	44,028	42,710	42,710
<i>Palmyra - Melville - Willagee Ward</i>			
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special Office Capital Equipment	-	1,800	1,800
Conference fees	4,750	4,750	4,750
	44,028	44,510	44,510
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special office capital equipment	-	-	-
Conference fees	4,750	4,750	4,750
	44,028	42,710	42,710
<i>Applecross - Mount Pleasant Ward</i>			
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special Office Capital Equipment	-	1,800	1,800
Conference fees	4,750	4,750	4,750
	44,028	44,510	44,510
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special office capital equipment	-	-	-
Conference fees	4,750	4,750	4,750
	44,028	42,710	42,710

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025**

NOTE 22: ELECTED MEMBERS REMUNERATION

	2024-2025 Budget \$	2023-2024 Forecast \$	2023-2024 Budget \$
Bateman - Kardinya - Murdoch Ward			
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special Office Capital Equipment	-	1,800	1,800
Conference fees	4,750	4,750	4,750
	44,028	44,510	44,510
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special office capital equipment	-	-	-
Conference fees	4,750	4,750	4,750
	44,028	42,710	42,710
Bull Creek - Leeming Ward			
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special Office Capital Equipment	-	1,800	1,800
Conference fees	4,750	4,750	4,750
	44,028	44,510	44,510
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special office capital equipment	-	-	-
Conference fees	4,750	4,750	4,750
	44,028	42,710	42,710
Central Ward			
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special Office Capital Equipment	-	1,800	1,800
Conference fees	4,750	4,750	4,750
	44,028	44,510	44,510
Elected member			
Annual sitting fees	34,278	32,960	32,960
Allowances and reimbursement of expenses	5,000	5,000	5,000
Special office capital equipment	-	-	-
Conference fees	4,750	4,750	4,750
	44,028	42,710	42,710
Total elected member remuneration	722,362	709,354	709,354
Mayor's allowance	97,115	93,380	93,380
Deputy mayor's allowance	24,278	23,345	23,345
Mayor's vehicle	11,471	8,324	8,324
Annual sitting fees	462,748	444,955	444,955
Allowances and reimbursement of expenses	65,000	65,000	65,000
Conference fees	61,750	61,750	61,750
Special office capital equipment	-	12,600	12,600
	722,362	709,354	709,354

Schedule of Fees and Charges

**Schedule of Fees and Charges
2024-2025
MANAGEMENT SERVICES**

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Preparation of specific printing requests will incur a staff cost	Per hour/page	1/07/2019	\$47.25	\$47.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Photocopier Charges - Black and White	(Per A4 page)	1/07/2019	\$0.30	\$0.30	GST Inc.	Section 6.16 of the Local Government Act 1995
Photocopier Charges - Colour	(Per A4 page)	1/07/2019	\$0.60	\$0.60	GST Inc.	Section 6.16 of the Local Government Act 1995
Photocopier Charges - Black and White	(Per A3 page)	1/07/2019	\$0.40	\$0.40	GST Inc.	Section 6.16 of the Local Government Act 1995
Photocopier Charges - Colour	(Per A3 page)	1/07/2015	\$1.00	\$1.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Delegated Authority Manual	Per page	1/07/2019	\$0.70	\$0.70	GST Inc.	Section 6.16 of the Local Government Act 1995
Freedom of Information	Per application	1/07/2008	\$30.00	\$30.00	No GST	Section 12(1)(e) of the Freedom of Information Act 1992, Regulation 4 of the Freedom of Information Regulations 1993
Management Licence/Lease Administration Fee		1/07/2024	\$857.90	\$888.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Reissuing of Management Licence		1/07/2019	\$80.65	\$80.65	GST Inc.	Section 6.16 of the Local Government Act 1995
Coffee Cart Licence on Reserve	(10% of turnover)	1/07/2007			GST Inc.	Section 6.16 of the Local Government Act 1995
Electoral Roll - Electronic Disk Format		1/07/2019	\$51.50	\$51.50	No GST	Section 6.16 of the Local Government Act 1995

FACILITIES MANAGEMENT

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Conference Room Hire (150 Chairs, 8 Trestle Tables)	Per hour (min 3 hours)	1/07/2022	\$75.00	\$75.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Canning/Swan Room Hire	Per hour	1/07/2021	\$30.00	\$30.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Set up/clear away by City of Melville staff	Per hour	1/07/2022	\$65.00	\$65.00	GST Inc.	Section 6.16 of the Local Government Act 1995

FINANCIAL SERVICES

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Rate Account Enquiry Fee		1/07/2024	\$28.75	\$30.00	No GST	Section 6.16 of the Local Government Act 1995
Rate Instalment Administration Fee		1/07/2020	\$0.00	\$0.00	No GST	Section 6.45(3) of the Local Government Act 1995, Regulation 67 of the Local Government (Financial Management) Regulations 1996
Credit/Charge Card Surcharge Fee	0.00% of amount paid	1/07/2020	\$0.00	\$0.00	No GST	Section 6.16 of the Local Government Act 1995
Self Supporting Loan Applications						
Loan Application Fee		1/07/2019	\$856.00	\$856.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Loan Guarantee Fee based on the \$ value of initial principal amount, where the total combined value of current and/or new self supporting loans where loan exceeds \$250,000.	0.70% of amount paid	22/05/2002			No GST	

RECREATION

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Outdoor Event Application Fees						
Commercial	Large Events	1/07/2024	\$375.00	\$383.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial	Small Events	1/07/2024	\$210.00	\$214.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community*		1/07/2024	\$80.00	\$82.00	GST Inc.	Section 6.16 of the Local Government Act 1995
* Note The Chief Executive Office (CEO) has Delegated Authority to reduce or waive the fee subject to the nature of the event with the value of such waived fee being charged to the Community Assistance Budget.						
Events Administration Fee						
Events with free public admission - up to 500 people		1/07/2024	\$93.00	\$95.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Events with free public admission - 500 or more		1/07/2024	\$145.00	\$148.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Events with a fee for public admission		1/07/2024	\$410.00	\$418.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Bond		1/07/2024	\$330.00	\$337.00	No GST	Section 6.16 of the Local Government Act 1995
Sports Reserves						
Training and Match Play (Grassed Surfaces)						
Administration Booking Fee	Per player	1/07/2024	\$59.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Senior Players		1/07/2024	\$54.00	\$55.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Junior Players	17 Years & Under	1/07/2023	\$19.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Training or Match Play only (Grassed Surfaces)						
Senior Players	Per player	1/07/2024	\$40.00	\$41.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Junior Players	17 Years & Under	1/07/2024	\$15.00	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
No change room facility	Per person	1/07/2024	\$34.00	\$35.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Low impact users (RSPCA) etc.	Per application	1/07/2024	\$175.00	\$179.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Unauthorised use of ground fees	Per occurrence	1/07/2024	\$110.00	\$112.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cost recovery fee for use of unauthorised line marking materials causing damage to reserve	Full cost Recovery				GST Inc.	Section 6.16 of the Local Government Act 1995
Sports field mowing - Club rebate	Per hectare per cut	1/07/2024	\$119.45	\$122.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Off Season						
Training	Per session	1/07/2024	\$23.00	\$24.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Sports Field Flood Lights						
Monitored sports field flood lights	Per kwh	1/07/2024	\$0.50	\$0.60	GST Inc.	Section 6.16 of the Local Government Act 1995
Un-monitored sports field flood lights	Per pole/hour	1/07/2024	\$7.00	\$7.20	GST Inc.	Section 6.16 of the Local Government Act 1995
Hard Surface Courts						
Senior Players	Per player	1/07/2024	\$30.00	\$31.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Junior Players	17 Years & Under - Per player	1/07/2024	\$11.50	\$12.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Off Season training (FEE for off season training)	Per session	1/07/2024	\$18.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Casual Users	Per hour	1/07/2024	\$0.00	\$31.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Melville City Hockey Club participants that use the synthetic surface do not pay ground allocation fees. All other members will be required to pay the appropriate ground allocation fee.						
Other Reserves, Parks and Sports fields						
(Subject to availability and condition of the grounds)						
Administration Booking Fee		1/07/2024	\$59.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Maximum of 2 hours		1/07/2024	\$52.00	\$53.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Half Day		1/07/2024	\$70.00	\$72.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Full Day		1/07/2024	\$130.00	\$133.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Non Allocated Clubs		1/07/2024	\$230.00	\$235.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Personal Training on Reserves (Annual Permit)						
Coaching/Group Training (Annual)	Up to 10 people	1/07/2024	\$2,100.00	\$2,142.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Administration Fee		1/07/2024	\$125.00	\$128.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Property Local Law						
Commercial Foreshore Activity Permit		1/07/2024	\$2,200.00	\$2,244.00	GST Inc.	Local Law (D) Section 6.16 of the Local Government Act 1995
Administration Fee		1/07/2024	\$125.00	\$128.00	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Other Hire Fees						
Administration Booking Fee		1/07/2024	\$59.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Bond	Refundable	1/07/2024	\$326.00	\$333.00	No GST	Section 6.16 of the Local Government Act 1995
Key Deposit for Gate Key	Refundable	1/07/2024	\$100.00	\$110.00	No GST	Section 6.16 of the Local Government Act 1995
Key Replacement		1/07/2024	\$80.00	\$82.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Liquor Licence		1/07/2024	\$32.00	\$33.00	No GST	Section 6.16 of the Local Government Act 1995
Parks and Reserves with Specified bookable areas						
Up to 2 hrs		1/07/2024	\$90.00	\$92.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Half day (2-4hrs)		1/07/2024	\$120.00	\$123.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Full day (more than 4 hours)		1/07/2024	\$220.00	\$224.00	GST Inc.	Section 6.16 of the Local Government Act 1995
OTHER FACILITY & RESERVE HIRE						
Groups (other than not for profit, or located outside of the City of Melville) to be charged the full amount as per the schedule.						
Hire of Civic Centre Main Hall						
Main Hall - Private rate	12 Hours	1/07/2024	\$0.00	\$1,000.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Main Hall - Private rate	24 Hours	1/07/2024	\$0.00	\$1,500.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cleaning Fee	Per Booking	1/07/2024	\$0.00	\$250.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Bond - Main Hall	Refundable	1/07/2024	\$0.00	\$1,500.00	No GST	Section 6.16 of the Local Government Act 1995
Administration Booking Fee		1/07/2024	\$59.00	\$100.00	GST Inc.	Section 6.16 of the Local Government Act 1995
CONDITIONS APPLYING TO CITY OF MELVILLE OUTDOOR EVENTS						
The CEO may apply up to a 50% discount on any fee for promotional events.	50% Discount					
The CEO may apply a waiver or reduction in fees for outdoor sporting events where the events are for a 'not-for-profit' community event.	50% Maximum					
CONDITIONS APPLYING TO CITY OF MELVILLE COMMUNITY/RECREATION FACILITIES						
Discounts / waivers						
The CEO may apply up to a 50% discount on any fee for promotional events.	50% Discount					
The CEO may apply a waiver or reduction in fees for outdoor sporting events where the events are for a 'not-for-profit' community event.	50% Maximum					
Commercial Rate						
Hire and administration fees may be subject to an additional loading for activities that are Commercial in nature (e.g. Activities run as a profit making venture).	up to 50%	2/01/2020				

LEISUREFIT

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Student Concessions						
Persons eligible for student concession are defined as; 'those patrons of the recreation centre/s who are 11yrs or older and undertaking full time study at secondary or tertiary level'.						
Casual entry fees subsidy			10%	10%		
Membership fees subsidy			20%	20%		
(Note: Concession does not apply to Children Memberships)						
Pension Concessions						
Persons eligible for pension concession are defined as those patrons of the recreation centre/s who are the holder of either of the following:						
Centrelink Pensioner Concession Card						
Centrelink Health Care Card						
Dept. of Veteran's Affairs Concession Card OR						
Members previously entitled to Senior or Pensioner Subsidy, maintaining an existing membership.						
Casual entry fees subsidy			10%	10%		
Membership fees subsidy			20%	20%		
Existing members receiving seniors discount to apply						
Excludes Private Pilates Intro Pack / Children's Memberships / 14 Day Trial Memberships / Package Fees / Cancellation Fees / Assessments & Programs / Rehab / Forever Fit / Gym Only / All Fees Below						
All Commercial usage will be subject to a loading of up to 50% on normal non-commercial rates		1/07/2020	Up to 50%	Up to 50%		

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Schools / Vacation swimming						
Schools (pool entry)	Per student	1/07/2024	\$3.40	\$3.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Vacation Casual Education Department	Single Visit	1/07/2024	\$3.80	\$3.90	GST Inc.	Section 6.16 of the Local Government Act 1995
Vacation 9 days Education Department	9 x Visits	1/07/2024	\$30.80	\$31.60	GST Inc.	Section 6.16 of the Local Government Act 1995
Vacation 10 passes Education Department	10 x Visits	1/07/2024	\$34.20	\$35.10	GST Inc.	Section 6.16 of the Local Government Act 1995
Swim School						
Aquababies	10 Lessons	1/07/2024	\$164.00	\$168.50	No GST	Section 6.16 of the Local Government Act 1995
Learn to Swim	10 Lessons	1/07/2024	\$168.50	\$173.00	No GST	Section 6.16 of the Local Government Act 1995
Swim Holiday Program	5 lessons	1/07/2024	\$84.00	\$86.50	No GST	Section 6.16 of the Local Government Act 1995
Support Needs	10 sessions	1/07/2024	\$311.50	\$320.00	No GST	Section 6.16 of the Local Government Act 1995
Carnival Coaching	3 sessions Per week	1/07/2024	\$50.55	\$51.90	No GST	Section 6.16 of the Local Government Act 1995
Casual Sports						
Casual Basketball	Per Person	1/07/2019	\$5.50	\$5.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Casual Pickleball	Per Person	1/07/2024	\$11.00	\$11.30	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit Competition Swimming Program						
Bronze Squad	2 sessions / week - fortnightly payments	1/07/2024	\$59.75	\$61.35	GST Inc.	Section 6.16 of the Local Government Act 1995
Fitness Squad	2 sessions / week - fortnightly payments	1/07/2024	\$59.75	\$61.35	GST Inc.	Section 6.16 of the Local Government Act 1995
Silver Squad	3 sessions / week - fortnightly payments	1/07/2024	\$65.95	\$67.70	GST Inc.	Section 6.16 of the Local Government Act 1995
Fast & Fit	3 sessions / week - fortnightly payments	1/07/2024	\$65.95	\$67.70	GST Inc.	Section 6.16 of the Local Government Act 1995
Gold Squad	3-4 sessions / week fortnightly payments	1/07/2024	\$69.80	\$71.65	GST Inc.	Section 6.16 of the Local Government Act 1995
State Squad	4 -5 sessions / week - fortnightly payments	1/07/2024	\$84.45	\$86.70	GST Inc.	Section 6.16 of the Local Government Act 1995
National Squad	6+ sessions Per week - fortnightly payments	1/07/2024	\$98.70	\$101.30	GST Inc.	Section 6.16 of the Local Government Act 1995
Competition Swim Joining Fee	Per Month Direct Debit	1/07/2022	\$25.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Crèche						
Crèche visit	Single Visit	1/07/2024	\$5.90	\$6.05	GST Inc.	Section 6.16 of the Local Government Act 1995
MEMBERSHIPS						
14 Day Starter		1/07/2021	\$69.00	\$69.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Memberships "Joining Fee"		1/07/2018	\$50.00	\$50.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Swim Club Membership "Joining Fee"		1/07/2018	\$25.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
City of Melville Rehab Membership						
Rehab Membership Upfront 3 x Month		1/07/2023	\$365.00	\$365.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Rehab Healthy Life PLUS Membership Upfront 3 x Month		1/07/2023	\$518.00	\$518.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Forever Fit Membership (for existing members on this rate only)						
Forever Fit Upfront		1/07/2023	\$598.50	\$598.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Forever Fit Monthly Direct Debit	12 month minimum term	1/07/2023	\$52.50	\$52.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Membership						
Healthy Life Upfront		1/07/2023	\$997.50	\$997.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Monthly Direct Debit	12 month minimum term	1/07/2023	\$87.50	\$87.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Fortnightly Direct Debit	12 month minimum term	1/07/2023	\$40.38	\$40.38	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Direct Debit - Flexi Monthly	1 month minimum term	1/07/2023	\$105.00	\$105.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Direct Debit - Flexi Fortnightly	1 month minimum term	1/07/2023	\$48.46	\$48.46	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Fit for Life Membership 70-74 years						
Fit for Life Membership 70-74 years Upfront		1/07/2023	\$798.00	\$798.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 70-74 years Monthly Direct Debit	1 month minimum term	1/07/2023	\$70.00	\$70.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 70-74 years Fortnightly Direct Debit	1 month minimum term	1/07/2023	\$32.31	\$32.31	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 75-79 years						
Fit for Life Membership 75-79 years Upfront		1/07/2023	\$698.25	\$698.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 75-79 years Monthly Direct Debit	1 month minimum term	1/07/2023	\$61.25	\$61.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 75-79 years Fortnightly Direct Debit	1 month minimum term	1/07/2023	\$28.27	\$28.27	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 80-84 years						
Fit for Life Membership 80-84 years Upfront		1/07/2023	\$598.50	\$598.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 80-84 years Monthly Direct Debit	1 month minimum term	1/07/2023	\$52.50	\$52.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 80-84 years Fortnightly Direct Debit	1 month minimum term	1/07/2023	\$24.23	\$24.23	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 85-89 years						
Fit for Life Membership 85-89 years Upfront		1/07/2023	\$498.75	\$498.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 85-89 years Monthly Direct Debit	1 month minimum term	1/07/2023	\$43.75	\$43.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 85-89 years Fortnightly Direct Debit	1 month minimum term	1/07/2023	\$20.19	\$20.19	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 90+ years						
Fit for Life Membership 90+ years Upfront		1/07/2023	\$299.25	\$299.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 90+ years Monthly Direct Debit	1 month minimum term	1/07/2023	\$26.25	\$26.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Fit for Life Membership 90+ years Fortnightly Direct Debit	1 month minimum term	1/07/2023	\$12.12	\$12.12	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Plus Membership						
Healthy Life Plus Upfront Membership		1/07/2023	\$1,482.00	\$1,482.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Plus - Monthly Direct Debit	12 month minimum term	1/07/2023	\$130.00	\$130.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Plus Fortnightly Direct Debit	12 month minimum term	1/07/2023	\$60.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Plus Flexi Direct Debit Monthly	1 month minimum term	1/07/2023	\$156.00	\$156.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Healthy Life Plus Flexi Fortnightly Direct Debit	1 month minimum term	1/07/2023	\$72.00	\$72.00	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit Athletic						
LeisureFit Athletic Upfront Membership		1/07/2023	\$1,482.00	\$1,482.00	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit Athletic - Monthly Direct Debit	12 month minimum term	1/07/2023	\$130.00	\$130.00	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit Athletic - Fortnightly Direct Debit	12 month minimum term	1/07/2023	\$60.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit Athletic - Flexi Direct Debit Monthly	1 month minimum term	1/07/2023	\$156.00	\$156.00	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit Athletic - Fortnightly Flexi Direct Debit	1 month minimum term	1/07/2023	\$72.00	\$72.00	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit @ Home						
Digital Membership (Members)	1 month minimum term	1/07/2024	\$0.00	\$8.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Digital Membership (Non-members)	1 month minimum term	1/07/2024	\$0.00	\$12.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Junior Triathlon Academy						
Junior Triathlon Academy	Per Fortnight	1/07/2024	\$36.50	\$37.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Junior Duo Academy	Per Fortnight	1/07/2024	\$30.40	\$31.10	GST Inc.	Section 6.16 of the Local Government Act 1995
Junior Run Academy	Per Fortnight	1/07/2024	\$19.00	\$19.45	GST Inc.	Section 6.16 of the Local Government Act 1995
Junior Triathlon School Holiday Camp	Per Day	1/07/2024	\$33.00	\$33.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Membership Fees						
Suspension Fee		1/07/2022	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cancellation Fee	Charged to all cancellations within contract	1/07/2018	\$200.00	\$200.00	GST Inc.	Section 6.16 of the Local Government Act 1995
The Chief Executive Officer may apply up to 20% discount on the above membership fees						
Assessments & Programmes (By appointment only)						
Assessment & Program	1 hour	1/07/2024	\$75.00	\$77.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Program Pack (5 sessions)	5 Visits	1/07/2024	\$360.00	\$375.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Personal Training Intro Pack (2 sessions)	2 x Visit	1/07/2024	\$99.00	\$105.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Personal Training - Members						
One on One 30 minute session	Single Pass	1/07/2024	\$52.00	\$55.00	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 60 minute session	Single Pass	1/07/2024	\$75.00	\$78.00	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Personal Training Packs - Members						
One on One 30 minute session - 10 x Visits	10 Visits	1/07/2024	\$468.00	\$495.00	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 30 minute session - 20 x Visits	20 Visits	1/07/2024	\$910.00	\$962.50	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 30 minute session - 40 x Visits	40 Visits	1/07/2024	\$1,768.00	\$1,870.00	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 60 minute session - 10 x Visits	10 Visits	1/07/2024	\$675.00	\$702.00	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 60 minute session - 20 Visits	20 Visits	1/07/2024	\$1,312.50	\$1,365.00	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 60 minute session - 40 x Visits	40 Visits	1/07/2024	\$2,550.00	\$2,652.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Personal Training Packs - Non Members						
One on One 30 minute session	Single Pass	1/07/2024	\$64.75	\$68.50	GST Inc.	Section 6.16 of the Local Government Act 1995
One on one 60 minute session	Single Pass	1/07/2024	\$87.75	\$91.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Personal Training Packs - Non Members						
One on One 30 minute session - 10 x Visit	10 Visits	1/07/2024	\$582.75	\$616.50	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 30 minute session - 20 x Visit	20 Visits	1/07/2024	\$1,133.12	\$1,198.75	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 30 minute session - 40 x Visits	40 Visits	1/07/2024	\$2,201.50	\$2,329.00	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 60 minute session - 10 x Visit	10 Visits	1/07/2024	\$789.75	\$821.25	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 60 minute session - 20 x Visit	20 Visits	1/07/2024	\$1,535.62	\$1,596.88	GST Inc.	Section 6.16 of the Local Government Act 1995
One on One 60 minute session - 40 x Visits	40 Visits	1/07/2024	\$2,983.50	\$3,102.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Casual & Multi-Visit Health Club						
Health Club (gymnasium)	Single Pass	1/07/2024	\$17.00	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Club 10 x Visit	10 x Visit	1/07/2024	\$153.00	\$162.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Club 20 x Visit	20 x Visit	1/07/2024	\$297.50	\$315.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Club 40 x Visit	40 x Visit	1/07/2024	\$578.00	\$612.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Pension / Disability discounts apply (10% for casual / multi visit and 20% membership)						
LeisureFit Athletic Program						
LeisureFit Athletic - Casual	Single Pass	1/07/2024	\$17.50	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
LeisureFit Athletic - 10 x Visit	10 x Visits	1/07/2024	\$157.50	\$162.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Strength for Life						
Casual Strength for Life		1/07/2024	\$9.40	\$9.60	GST Inc.	Section 6.16 of the Local Government Act 1995
Casual Strength for Life (City of Melville Pensioners or Seniors concessional rate)		1/07/2024	\$8.50	\$8.70	GST Inc.	Section 6.16 of the Local Government Act 1995
SFL Initial assessment	1/2 hour	1/07/2024	\$23.00	\$23.50	GST Inc.	Section 6.16 of the Local Government Act 1995
SFL Program Consultation	1 hour	1/07/2024	\$38.00	\$39.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Casual & Multi-Visit Group Exercise						
GF, Yoga, Pilates, RPM OR GT Single Pass	Single Pass	1/07/2024	\$15.00	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
GF, Yoga, Pilates, RPM OR GT Single Pass - 10 x Visit	10 Visits	1/07/2024	\$135.00	\$144.00	GST Inc.	Section 6.16 of the Local Government Act 1995
GF, Yoga, Pilates, RPM OR GT Single Pass - 20 x Visit	20 Visits	1/07/2024	\$262.50	\$280.00	GST Inc.	Section 6.16 of the Local Government Act 1995
GF, Yoga, Pilates, RPM OR GT Single Pass - 40 x Visit	40 Visits	1/07/2024	\$510.00	\$544.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Premium Group Exercise Member						
Premium Group Exercise Member	Single Pass	1/07/2024	\$12.25	\$12.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Premium Group Exercise Member - 10 x Visit	10 Visits	1/07/2024	\$103.50	\$114.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Premium Group exercise Non-Member						
Premium Group Exercise (Non-Member)	Single Pass	1/07/2024	\$24.50	\$25.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Premium Group Exercise (Non-Member) - 10 x Visit	10 Visits	1/07/2024	\$220.50	\$229.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Premium Group Exercise (Non-Member) - 20 x Visit	20 Visits	1/07/2024	\$428.75	\$446.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Premium Group Exercise (Non-Member) - 40 x Visit	40 Visits	1/07/2024	\$833.00	\$867.00	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Private Pilates						
Intro Pack (2 sessions)	2 x Visit	1/07/2024	\$99.00	\$105.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Private Pilates 45 minute session (member)	Single Visit	1/07/2024	\$60.00	\$64.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Private Pilates 45 minute - 5 x Visit (member)	5 x Visits	1/07/2024	\$240.00	\$256.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Private Pilates 45 minutes (non-member)	Single Visit	1/07/2024	\$74.25	\$79.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Private Pilates 45 minute - 5 x Visit (non-member)	5 x Visit	1/07/2024	\$297.00	\$316.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Exercise for Everybody						
Initial Consultation		1/07/2024	\$65.00	\$85.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Group Education Sessions	2 x Visit	1/07/2024	\$23.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Exercise Program Classes	12 x Visit	1/07/2024	\$342.00	\$372.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Final Consultation		1/07/2024	\$55.00	\$70.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Gymbakids						
Gymbakids Playtime (under 12 months)	Single Visit	1/07/2015	\$5.30	\$5.30	GST Inc.	Section 6.16 of the Local Government Act 1995
Gymbakids Playtime (over 12 months)	Single Visit	1/07/2023	\$8.30	\$8.30	GST Inc.	Section 6.16 of the Local Government Act 1995
Birthday Parties		1/07/2024	\$175.00	\$180.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Gymbakids Exclusive Party		1/07/2024	\$225.00	\$230.00	GST Inc.	Section 6.16 of the Local Government Act 1995
TeenFit Term Program						
Term participant per session	Per week	1/07/2024	\$11.00	\$11.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Term participant per session - PLUS	Per week	1/07/2024	\$15.75	\$16.15	GST Inc.	Section 6.16 of the Local Government Act 1995
Admission						
Spectator (1 Person)	Single Visit	1/07/2018	\$2.50	\$2.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Spectators (1 Person) - 10 x Visits	10 x Visits	1/07/2019	\$22.50	\$22.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Additional spectator(s) - 2nd and subsequent	Single Visit	1/07/2018	\$1.00	\$1.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Aquatic entry						
Adult (16 yrs +) Inc one child under 6 yrs free with Adult entry	Single Pass	1/07/2024	\$7.30	\$7.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Adult - 10 x Visit	10 Visits	1/07/2024	\$65.70	\$67.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Adult - 20 x Visit	20 Visits	1/07/2024	\$127.75	\$131.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Adult - 40 x Visit	40 Visits	1/07/2024	\$248.20	\$255.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Child (0 - 10 yrs)	Single Pass	1/07/2024	\$5.50	\$5.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Child (0 - 10yrs) - 10 x Visits	10 Visits	1/07/2024	\$49.50	\$51.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Child (0 - 10yrs) - 20 x Visits	20 Visits	1/07/2024	\$96.25	\$100.63	GST Inc.	Section 6.16 of the Local Government Act 1995
Child (0 - 10yrs) - 40 x Visits	40 Visits	1/07/2024	\$187.00	\$195.50	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Child (11 - 15 yrs)	Single Pass	1/07/2024	\$6.60	\$6.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Child (11 - 15yrs) - 10 x Visits	10 Visits	1/07/2024	\$59.40	\$60.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Child (11 - 15yrs) - 20 x Visits	20 Visits	1/07/2024	\$115.50	\$118.13	GST Inc.	Section 6.16 of the Local Government Act 1995
Child (11 - 15yrs) - 40 x Visits	40 Visits	1/07/2024	\$224.40	\$229.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Family Pass (2 Adults + 2 children)		1/07/2024	\$18.90	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge (Spa/Sauna/Steam)						
Casual (single)	Single Pass	1/07/2024	\$12.00	\$12.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge - 10 x Visits	10 Visits	1/07/2024	\$108.00	\$112.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge - 20 x Visits	20 Visits	1/07/2024	\$210.00	\$218.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge - 40 x Visits	40 Visits	1/07/2024	\$408.00	\$425.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge & Swim (single)	Single Pass	1/07/2024	\$15.70	\$16.30	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge & Swim - 10 x Visits	10 Visits	1/07/2024	\$141.30	\$146.70	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge & Swim - 20 x Visits	20 Visits	1/07/2024	\$274.75	\$285.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Health Lounge & Swim - 40 x Visits	40 Visits	1/07/2024	\$533.80	\$554.20	GST Inc.	Section 6.16 of the Local Government Act 1995
Aquatic Birthday Parties						
Aquatic Birthday Party	Up to 15 Persons (entry & room use up to 2 hrs)	1/07/2024	\$125.00	\$130.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Pool Inflatable (8 - 12 yrs only)	1 hour	1/07/2024	\$150.00	\$170.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Pool Adventure Inflatable (8 years +)	1 hour	1/07/2024	\$0.00	\$220.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Additional child attending party (max 10 additional)	Per Person/day	1/07/2024	\$5.50	\$6.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Merchandise						
Duffel bag		1/07/2024	\$20.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Gym Towel		1/07/2023	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Beach Towel		1/07/2024	\$30.00	\$32.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Water bottle		1/07/2023	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Grip socks		1/07/2024	\$16.00	\$17.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Card/fob replacement fee (for all 'lost cards/fobs')		1/07/2018	\$6.00	\$6.00	GST Inc.	Section 6.16 of the Local Government Act 1995
RFID Wristband		1/07/2024	\$7.80	\$8.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Member Pack (Bag, Drink bottle & Gym towel)		1/07/2023	\$25.00	\$35.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Retail Stock in general to be sold at Recommended Retail Prices	RRP				GST Inc.	
Swim Equipment Hire						
Boards		1/07/2022	\$2.50	\$2.50	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Facility Hire / Meeting Rooms & Pool - LeisureFit Booragoon						
Meeting Room (Wellness)	Per hour	1/07/2023	\$133.90	\$133.90	GST Inc.	Section 6.16 of the Local Government Act 1995
Leisure Pool Meeting Room	Per hour	1/07/2023	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Program Space Meeting Room	Per hour	1/07/2023	\$41.50	\$41.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Group Fitness Studio (Aerobics Room) - equip NOT included.	Per hour	1/07/2023	\$77.50	\$77.50	GST Inc.	Section 6.16 of the Local Government Act 1995
RPM Studio (includes cycles)	Per hour	1/07/2023	\$165.00	\$165.00	GST Inc.	Section 6.16 of the Local Government Act 1995
The Yard (Room Hire and Instructor)	Per hour	1/07/2023	\$82.50	\$82.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Whole Dive Pool	Per hour	1/07/2023	\$56.00	\$56.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Water Polo Pool	Per hour	1/07/2023	\$129.00	\$129.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Whole Warm Water Pool	Per hour	1/07/2024	\$0.00	\$50.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Half Warm Water Pool	Per hour	1/07/2024	\$0.00	\$30.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Lane Hire - 20m	Per hour	1/07/2024	\$0.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Lane Hire - 25m	Per hour	1/07/2024	\$18.50	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Lane Hire - 50m	Per hour	1/07/2024	\$33.00	\$34.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Pool Hire - 50m	Per hour	1/07/2024	\$385.00	\$400.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Facility Hire - consult rooms LeisureFit Booragoon (non-commercial rates)						
Consult Room (booking single hour)	Per hour	1/07/2024	\$17.50	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Consult Room (booking 2-5 hours per week)	Per hour	1/07/2024	\$17.50	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Consult Room (booking 6-10 hours per week)	Per hour	1/07/2024	\$15.70	\$16.10	GST Inc.	Section 6.16 of the Local Government Act 1995
Consult Room (booking 11hrs+ per week)	Per hour	1/07/2024	\$14.50	\$14.90	GST Inc.	Section 6.16 of the Local Government Act 1995
Facility Hire - Sports Hall LeisureFit Melville						
Full Court Basketball	Per hour	1/07/2024	\$68.50	\$70.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Half Court Basketball	Per hour	1/07/2024	\$38.00	\$39.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Full Court Soccer	Per hour	1/07/2024	\$68.50	\$71.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Half Court Soccer	Per hour	1/07/2024	\$38.00	\$40.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Full Court Volleyball	Per hour	1/07/2024	\$68.50	\$72.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Full Court 1 & 2 Volleyball	Per hour	1/07/2024	\$137.00	\$140.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Badminton	Per hour	1/07/2024	\$23.00	\$23.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Pickleball	Per hour	1/07/2024	\$23.00	\$23.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Table Tennis	Per hour	1/07/2024	\$23.00	\$23.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Group Fitness Studio	Per hour	1/07/2024	\$69.50	\$71.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Group Training Studio	Per hour	1/07/2024	\$85.50	\$87.50	GST Inc.	Section 6.16 of the Local Government Act 1995
HALF DAY 'bulk' court bookings - same day (4hrs+)	10% off	1/07/2024				Section 6.16 of the Local Government Act 1995
WHOLE DAY 'bulk' court bookings - same day (8hrs+)	15% off	1/07/2024				Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Facility Hire - Meeting Rooms LeisureFit Melville						
Meeting Room 1 (Library)	Per hour	1/07/2024	\$49.50	\$50.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 2 (Library)	Per hour	1/07/2024	\$38.00	\$39.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 3 (Library)	Per hour	1/07/2024	\$33.00	\$33.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 5 (LFM Reformer Studio) + Duty Officer	Per hour	1/07/2024	\$55.00	\$56.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 6 (LFM Reformer Studio) + Duty Officer	Per hour	1/07/2024	\$38.50	\$39.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 5 and 6 (LFM Reformer Studio) + Duty Officer	Per hour	1/07/2024	\$67.00	\$71.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 7 (LFM - Old Lease Space / Gym)	Per hour	1/07/2024	\$90.00	\$92.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 8 (LFM - old creche)	Per hour	1/07/2024	\$0.00	\$51.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 9 (LFM - old MBC Sth)	Per hour	1/07/2024	\$0.00	\$50.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room 10 (LFM - Lease space mezzanine)	Per hour	1/07/2024	\$0.00	\$33.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Library Lab	Per hour	1/07/2024	\$30.00	\$30.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Duty Officer	Per hour	1/07/2024	\$0.00	\$42.00	GST Inc.	Section 6.16 of the Local Government Act 1995
HALF DAY 'bulk' meeting room bookings - same day (4hrs+)	10% off	1/07/2024				Section 6.16 of the Local Government Act 1995
WHOLE DAY 'bulk' meeting room bookings - same day (8hrs+)	15% off	1/07/2024				Section 6.16 of the Local Government Act 1995
Facility Hire - Tompkins Park						
Hire Bond - small event (Canning Room OR Changeroom/s)		1/07/2023	\$500.00	\$500.00	No GST	Section 6.16 of the Local Government Act 1995
Hire Bond - Big event (Canning Room OR Changeroom/s)		1/07/2023	\$800.00	\$800.00	No GST	Section 6.16 of the Local Government Act 1995
Canning Room	Per hour	1/07/2024	\$90.00	\$92.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room set-up / pack-up		1/07/2023	\$250.00	\$250.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cleaning Fee	Per booking	1/07/2024	\$0.00	\$75.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Change Room Cleaning Fee	When required	1/07/2023	\$250.00	\$250.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Facility Hire - Shirley Strickland Reserve						
Room set-up / pack-up		1/07/2024	\$100.00	\$102.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Multi Purpose Room 1	Per hour	1/07/2024	\$80.00	\$82.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Multi Purpose Room 2	Per hour	1/07/2024	\$55.00	\$56.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Multi Purpose Rooms 1 & 2	Per hour	1/07/2024	\$100.00	\$103.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Club Bar	Per hour	1/07/2024	\$55.00	\$56.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cleaning Fee	Per booking	1/07/2024	\$0.00	\$75.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cleaning Fee (Rooms)	When required	1/07/2023	\$250.00	\$250.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Bond - small event / function		1/07/2023	\$500.00	\$500.00	No GST	Section 6.16 of the Local Government Act 1995
Bond - large event / function		1/07/2023	\$800.00	\$800.00	No GST	Section 6.16 of the Local Government Act 1995
Multi Purpose Kitchen - One Off Use	Per hour	1/07/2023	\$110.00	\$110.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Change Room Cleaning Fee	When required	1/07/2023	\$250.00	\$250.00	GST Inc.	Section 6.16 of the Local Government Act 1995
All Commercial usage will be subject to a loading of up to 50% on normal non-commercial rates						
Schedule A		1/07/2017	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule B		1/07/2017	\$5.50	\$5.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule C		1/07/2017	\$6.00	\$6.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule D		1/07/2017	\$6.50	\$6.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule E		1/07/2017	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule F		1/07/2020	\$7.50	\$7.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 1		1/07/2016	\$8.00	\$8.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 2		1/07/2016	\$8.50	\$8.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 3		1/07/2016	\$9.00	\$9.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 4		1/07/2016	\$9.50	\$9.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 5		1/07/2016	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 6		1/07/2016	\$10.50	\$10.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 7		1/07/2016	\$11.00	\$11.00	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Schedule 8		1/07/2016	\$11.50	\$11.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 9		1/07/2016	\$12.00	\$12.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 10		1/07/2016	\$12.50	\$12.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 11		1/07/2016	\$13.00	\$13.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 12		1/07/2016	\$13.50	\$13.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 13		1/07/2016	\$14.00	\$14.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 14		1/07/2016	\$14.50	\$14.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 15		1/07/2016	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 16		1/07/2016	\$15.50	\$15.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 17		1/07/2016	\$16.00	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 18		1/07/2016	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 19		1/07/2016	\$17.00	\$17.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 20		1/07/2016	\$17.50	\$17.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 21		1/07/2016	\$18.00	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 22		1/07/2016	\$18.50	\$18.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 23		1/07/2016	\$19.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 24		1/07/2016	\$19.50	\$19.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 25		1/07/2016	\$20.00	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 26		1/07/2016	\$20.50	\$20.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 27		1/07/2016	\$21.00	\$21.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 28		1/07/2016	\$21.50	\$21.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 29		1/07/2016	\$22.00	\$22.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 30		1/07/2016	\$22.50	\$22.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 31		1/07/2016	\$23.00	\$23.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 32		1/07/2016	\$23.50	\$23.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 33		1/07/2016	\$24.00	\$24.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 34		1/07/2016	\$24.50	\$24.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 35		1/07/2016	\$25.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 36		1/07/2016	\$25.50	\$25.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 37		1/07/2016	\$26.00	\$26.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 38		1/07/2016	\$26.50	\$26.50	GST Inc.	Section 6.16 of the Local Government Act 1995

HEALTH SERVICES

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
6 DVD		1/07/2010	\$39.00	\$39.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Gathering DVD		27/11/2018	\$39.00	\$39.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Gathering/6 DVD Pack		27/11/2018	\$80.00	\$80.00	GST Inc.	Section 6.16 of the Local Government Act 1995

HEALTH

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
New Public Building Application to construct alter or extend (Form1)		1/07/2024	\$300.00	\$315.00	No GST	Section 176(2)(b)(ii) of the Health (Miscellaneous Provisions) Act 1911, Regulation 4 of the Health (Public Buildings) Regulations 1992, Schedule 1
Public Building, variation of certificate of approval		1/07/2024	\$116.50	\$123.00	No GST	Section 176(2)(b)(ii) of the Health (Miscellaneous Provisions) Act 1911, Regulation 4 of the Health (Public Buildings) Regulations 1992, Schedule 1
Registration lodging house		1/07/2024	\$325.00	\$342.00	No GST	Health Act (Part 8, Schedule 11) As Per Health Act 1911 Gazetted Fee
Pyrotechnics and Fireworks Permit		1/07/2024	\$116.50	\$123.00	No GST	Section 6.16 of the Local Government Act 1995
Pyrotechnics and Fireworks Permit Notification		1/07/2024	\$82.75	\$87.00	No GST	Section 6.16 of the Local Government Act 1995
Noise Management Plan Lodgement Fee		1/07/2024	\$245.00	\$258.00	No GST	Environmental Protection (Noise) Regulations (Regulation 13)
Noise Management for non complying event		1/07/2024	\$245.00	\$258.00	No GST	Environmental Protection (Noise) Regulations (Regulation 18)
All other application, assessment, analysis, inspections not specified		1/07/2024	\$116.50	\$123.00	No GST	Section 6.16 of the Local Government Act 1995
Reissue of certificate, registration, licence or approval documentation		1/07/2024	\$30.00	\$32.00	No GST	Section 6.16 of the Local Government Act 1995
Child Health Clinics - annual rent for out of hours						
Community based groups	Up to 4 hours/week	1/07/2018	\$0.00	\$0.00	GST Inc.	
Settlement Enquiry (Change of Business Ownership)						
No inspection required		1/07/2024	\$116.50	\$123.00	No GST	Food Act 2008 (D)
Inspection required		1/07/2024	\$212.75	\$224.00	No GST	Food Act 2008 (D)
Outdoor Eating Areas						
Alfresco area boundary delineators	Per disk	1/07/2015	\$90.00	\$90.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Breach of any prohibitions		1/07/2015	\$5,000.00	\$5,000.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Breach of a continuing nature	Per day, max \$1,000	1/07/2015	\$500.00	\$500.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Transfer of Outdoor Eating Area		1/07/2024	\$62.75	\$0.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Application for the approval of an apparatus for Greywater reuse.	No Fee	1/07/2015			No GST	
The Chief Executive Officer may apply a reduction or waiver on:						
Street Traders	Application fee	1/07/2024	\$116.50	\$123.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Stall Holders	Application fee	1/07/2024	\$62.75	\$66.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Street Traders Permit	Annual fee	1/07/2024	\$254.00	\$267.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Street Trader - mobile food vehicle	Application fee	1/07/2024	\$925.00	\$972.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Street Trader Renewal Fee	Renewal fee	1/07/2024	\$62.75	\$66.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law
Offence made under this law						
Unlicensed Trader		1/07/2015	\$5,000.00	\$5,000.00	No GST	Local Law (DLL)
Daily penalty for any offence under the local law	Maximum \$500	1/07/2015	\$500.00	\$500.00	No GST	Local Law (DLL)
Liquor Licence Application Fee unless reduction or waiver applied by the Chief Executive Officer						
Liquor Licence Application (s.39) no inspection		1/07/2024	\$116.50	\$123.00	No GST	Section 6.16 of the Local Government Act 1995
Liquor Licence Application (s.39) inspection		1/07/2024	\$212.75	\$224.00	No GST	Section 6.16 of the Local Government Act 1995
Freezer Breakdown / Food Condemnation	Minimum charge	1/07/2024	\$116.50	\$123.00	No GST	Section 6.16 of the Local Government Act 1995
Food premises Notification/Registration	One off admin fee	1/07/2015	\$55.00	\$55.00	No GST	Food Act 2008 (D) - Prescribed fee
High Risk Food Business (annual)* (Pro rata monthly)	Score 3*=5%, 4-5*=10%	1/07/2024	\$378.00	\$397.00	No GST	Food Act 2008 (D) Discount for premises registered for scores on doors
Medium Risk Food Business (annual)* (Pro rata monthly)	Score 3*=5%, 4-5*=10%	1/07/2024	\$378.00	\$397.00	No GST	Food Act 2008 (D) Discount for premises registered for scores on doors
School canteens and medium risk sporting clubs	Score 3*=5%, 4-5*=10%	1/07/2024	\$255.00	\$268.00	No GST	Food Act 2008 (D) Discount for premises registered for scores on doors
Low risk community sporting clubs and associations	Score 3*=5%, 4-5*=10%	1/07/2024	\$127.50	\$134.00	No GST	Food Act 2008 (D) Discount for premises registered for scores on doors
Low Risk Food Business (annual)* (Pro rata monthly)	Score 3*=5%, 4-5*=10%	1/07/2024	\$255.00	\$268.00	No GST	Food Act 2008 (D) Discount for premises registered for scores on doors
Home Based Food Business	Score 3*=5%, 4-5*=10%	1/07/2024	\$127.50	\$134.00	No GST	Food Act 2008 (D) Discount for premises registered for scores on doors
Very Low Risk Food Business (annual)*	No Fee					
For each additional food business classification within same business		1/07/2024	\$255.00	\$268.00	No GST	Food Act 2008 (D)
Each additional Assessment/Inspection		1/07/2024	\$116.50	\$124.00	No GST	Food Act 2008 (D)
Application Fee for construction and establishment of food premises		1/07/2024	\$255.00	\$268.00	No GST	Food Act 2008 (D)
Application Fee for amended or refurbished premises		1/07/2024	\$255.00	\$268.00	No GST	Food Act 2008 (D)
Application for public event approval (event not held on CoM land)		1/07/2024	\$300.00	\$315.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Local Law transfer of licence fee	Each	1/07/2024	\$62.75	\$66.00	GST Inc.	Section 6.16 of the Local Government Act 1995

LIBRARIES

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Photocopying Charges						
A4 Black and White	A4 Black and White	1/07/2016	\$0.20	\$0.20	GST Inc.	Section 6.16 of the Local Government Act 1995
A3 Black and White	A3 Black and White	1/07/2016	\$0.40	\$0.40	GST Inc.	Section 6.16 of the Local Government Act 1995
A4 Colour	A4 Colour	1/07/2016	\$0.40	\$0.40	GST Inc.	Section 6.16 of the Local Government Act 1995
A3 Colour	A3 Colour	1/07/2016	\$0.80	\$0.80	GST Inc.	Section 6.16 of the Local Government Act 1995
Computer Printing Charges						
A4 Black and White	A4 Black and White	1/07/2004	\$0.20	\$0.20	GST Inc.	Section 6.16 of the Local Government Act 1995
A3 Black and White	A3 Black and White	1/07/2016	\$0.40	\$0.40	GST Inc.	Section 6.16 of the Local Government Act 1995
A4 Colour	A4 Colour	1/07/2016	\$0.40	\$0.40	GST Inc.	Section 6.16 of the Local Government Act 1995
A3 Colour	A3 Colour	1/07/2016	\$0.80	\$0.80	GST Inc.	Section 6.16 of the Local Government Act 1995
Laminating Charges						
A3	A3	1/07/2001	\$4.50	\$4.50	GST Inc.	Section 6.16 of the Local Government Act 1995
A4	A4	1/07/2002	\$2.00	\$2.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Credit Card Size	Credit Card Size	1/07/2001	\$1.00	\$1.00	GST Inc.	Section 6.16 of the Local Government Act 1995
SLWA and Local Stock Items						
SLWA and Local Stock Items	As Per SLWA Pricing structure	1/07/2015			GST Inc.	Section 6.16 of the Local Government Act 1995
Journals						
Journals (replacement cost)	As Per replacement cost	1/07/2015			GST Inc.	Section 6.16 of the Local Government Act 1995
Audio Earbuds						
Audio Earbuds	Each	1/07/2017	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
USB Thumb drive						
USB Thumb drive	Each	1/07/2015	\$7.70	\$7.70	GST Inc.	Section 6.16 of the Local Government Act 1995
Library Merchandise						
Library Merchandise	Price on request Variable RRP	1/07/2015			GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room Hire (Civic Square Library)						
Commercial Use	Per hour	1/07/2014	\$32.00	\$32.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room Hire (Willagee Small Meeting Room)						
Non Commercial Use	Per hour	1/07/2014	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use	Per hour	1/07/2014	\$24.00	\$24.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Regular Users	Per booking	1/07/2014	\$21.00	\$21.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Meeting Room Hire (Tech Lab)						
Non Commercial Use	Per hour	1/07/2022	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use	Per hour	1/07/2014	\$32.00	\$32.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Regular Users	Per booking	1/07/2014	\$27.00	\$27.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Damaged DVD & CD Cases or inserts		1/07/1991	\$7.70	\$7.70	GST Inc.	Section 6.16 of the Local Government Act 1995
External Interlibrary Loans	Request	1/07/2018	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995

CULTURAL SERVICES

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Library Program Fees - Per Person						
Schedules determined by the number of participants. Cost recovery to the centre equivalent to the cost of running the programme. Programme costs include instruction fees, promotion and a centre overhead recovery.						
Schedule 1		1/07/2015	\$4.50	\$4.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 2		1/07/2019	\$5.50	\$5.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 3		1/07/2019	\$6.00	\$6.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 4		1/07/2019	\$6.50	\$6.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 5		1/07/2019	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 6		1/07/2019	\$7.50	\$7.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 7		1/07/2019	\$8.00	\$8.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 8		1/07/2019	\$8.50	\$8.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 9		1/07/2019	\$9.00	\$9.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 10		1/07/2019	\$9.50	\$9.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 11		1/07/2019	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 12		1/07/2019	\$10.50	\$10.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 13		1/07/2019	\$11.00	\$11.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 14		1/07/2019	\$11.50	\$11.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 15		1/07/2019	\$12.00	\$12.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 16		1/07/2019	\$12.50	\$12.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 17		1/07/2019	\$13.00	\$13.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 18		1/07/2019	\$13.50	\$13.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 19		1/07/2019	\$14.00	\$14.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 20		1/07/2019	\$14.50	\$14.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 21		1/07/2019	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 22		1/07/2019	\$15.50	\$15.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 23		1/07/2019	\$16.00	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 24		1/07/2019	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 25		1/07/2019	\$17.00	\$17.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 26		1/07/2019	\$17.50	\$17.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 27		1/07/2019	\$18.00	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 28		1/07/2019	\$18.50	\$18.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 29		1/07/2019	\$19.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 30		1/07/2019	\$19.50	\$19.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 31		1/07/2019	\$20.00	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 32		1/07/2019	\$20.50	\$20.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 33		1/07/2019	\$25.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 34		1/07/2019	\$30.00	\$30.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 35		1/07/2019	\$35.00	\$35.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 36		1/07/2019	\$40.00	\$40.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 37		1/07/2019	\$45.00	\$45.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 38		1/07/2019	\$50.00	\$50.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 39		1/07/2019	\$55.00	\$55.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 40		1/07/2021	\$60.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 41		1/07/2021	\$65.00	\$65.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 42		1/07/2021	\$70.00	\$70.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 43		1/07/2021	\$75.00	\$75.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 44		1/07/2021	\$80.00	\$80.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 45		1/07/2021	\$85.00	\$85.00	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Schedule 46		1/07/2021	\$90.00	\$90.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 47		1/07/2021	\$95.00	\$95.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 48		1/07/2021	\$100.00	\$100.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cancellation Fee	To 15%				GST Inc.	Section 6.16 of the Local Government Act 1995
Cultural Services Program Fees - Per Person						
Schedules determined by the number of participants. Cost recovery to the centre equivalent to the cost of running the programme. Programme costs include instruction fees, promotion and a centre overhead recovery.						
Schedule 1		1/07/2016	\$0.50	\$0.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 2		1/07/2016	\$1.00	\$1.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 3		1/07/2016	\$2.00	\$2.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 4		1/07/2016	\$3.00	\$3.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 5		1/07/2016	\$4.00	\$4.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 6		1/07/2016	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 7		1/07/2016	\$6.00	\$6.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 8		1/07/2016	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 9		1/07/2016	\$8.00	\$8.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 10		1/07/2016	\$9.00	\$9.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 11		1/07/2016	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 12		1/07/2016	\$11.00	\$11.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 13		1/07/2016	\$12.00	\$12.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 14		1/07/2016	\$13.00	\$13.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 15		1/07/2016	\$14.00	\$14.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 16		1/07/2016	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 17		1/07/2016	\$16.00	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 18		1/07/2016	\$17.00	\$17.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 19		1/07/2016	\$18.00	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 20		1/07/2016	\$19.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 21		1/07/2016	\$20.00	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 22		1/07/2016	\$21.00	\$21.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 23		1/07/2016	\$22.00	\$22.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 24		1/07/2016	\$23.00	\$23.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 25		1/07/2016	\$24.00	\$24.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 26		1/07/2016	\$25.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 27		1/07/2016	\$26.00	\$26.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 28		1/07/2016	\$27.00	\$27.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 29		1/07/2016	\$28.00	\$28.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 30		1/07/2016	\$29.00	\$29.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 31		1/07/2016	\$30.00	\$30.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 32		1/07/2016	\$31.00	\$31.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 33		1/07/2016	\$32.00	\$32.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 34		1/07/2016	\$33.00	\$33.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 35		1/07/2016	\$34.00	\$34.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 36		1/07/2016	\$35.00	\$35.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 37		1/07/2016	\$36.00	\$36.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 38		1/07/2016	\$37.00	\$37.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 39		1/07/2016	\$38.00	\$38.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 40		1/07/2016	\$39.00	\$39.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 41		1/07/2016	\$40.00	\$40.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 42		1/07/2016	\$45.00	\$45.00	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Schedule 43		1/07/2016	\$50.00	\$50.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 44		1/07/2016	\$55.00	\$55.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 45		1/07/2016	\$60.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 46		1/07/2016	\$65.00	\$65.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 47		1/07/2016	\$70.00	\$70.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 48		1/07/2016	\$75.00	\$75.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 49		1/07/2016	\$80.00	\$80.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 50		1/07/2016	\$85.00	\$85.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 51		1/07/2016	\$90.00	\$90.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 52		1/07/2016	\$95.00	\$95.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 53		1/07/2016	\$100.00	\$100.00	GST Inc.	Section 6.16 of the Local Government Act 1995

NEIGHBOURHOOD DEVELOPMENT

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
HIRE OF MELVILLE COMMUNITY BUS SERVICE						
Metropolitan Area / Community Rates						
Large Bus - Not for profit/community groups						
Half day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Half Day (am or pm)	1/07/2024	\$73.85	\$75.80	GST Inc.	Section 6.16 of the Local Government Act 1995
Full day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Full Day (more than 5 hours) (If less than 100km)	1/07/2024	\$142.50	\$148.20	GST Inc.	Section 6.16 of the Local Government Act 1995
Excess Fee	Add. fee Per km will apply for km's in excess of 100km.	1/07/2024	\$1.05	\$1.10	GST Inc.	Section 6.16 of the Local Government Act 1995
Large Bus - Commercial Rates						
Half day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Half Day (am or pm)	1/07/2024	\$116.50	\$121.15	GST Inc.	Section 6.16 of the Local Government Act 1995
Full day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Full Day (more than 5 hours) (If less than 100km)	1/07/2024	\$216.30	\$224.95	GST Inc.	Section 6.16 of the Local Government Act 1995
Excess fee	Add. fee Per km will apply for km's in excess of 100km.	1/07/2024	\$1.05	\$1.10	GST Inc.	Section 6.16 of the Local Government Act 1995
Van - Not for profit/community groups						
Half day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Half Day (am or pm)	1/07/2024	\$68.65	\$71.40	GST Inc.	Section 6.16 of the Local Government Act 1995
Full day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Full Day (more than 5 hours) (If less than 100km)	1/07/2024	\$111.30	\$115.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Excess Fee	Add. fee Per km will apply for km's in excess of 100km.	1/07/2024	\$1.05	\$1.10	GST Inc.	Section 6.16 of the Local Government Act 1995
Van - Commercial						
Half day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Half Day (am or pm)	1/07/2024	\$93.60	\$97.35	GST Inc.	Section 6.16 of the Local Government Act 1995
Full day rates based on a maximum journey of 100km (from bus garage). This includes: Rockingham, Armadale, Kalamunda, Midland and Hillarys.	Full Day (more than 5 hours) (If less than 100km)	1/07/2024	\$156.00	\$162.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Excess Fee	Add. fee Per km will apply for km's in excess of 100km.	1/07/2024	\$1.05	\$1.10	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
COMMUNITY CENTRES						
Willagee Community Centre/Bull Creek/Blue Gum Term Program Term Participant						
Schedule 1	Per hour/session /week	1/07/2018	\$2.50	\$2.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 2	Per hour/session /week	1/07/2018	\$3.00	\$3.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 3	Per hour/session /week	1/07/2018	\$3.50	\$3.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 4	Per hour/session /week	1/07/2018	\$4.00	\$4.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 5	Per hour/session /week	1/07/2018	\$4.50	\$4.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 6	Per hour/session /week	1/07/2018	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 7	Per hour/session /week	1/07/2018	\$5.50	\$5.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 8	Per hour/session /week	1/07/2018	\$6.00	\$6.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 9	Per hour/session /week	1/07/2018	\$6.50	\$6.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 10	Per hour/session /week	1/07/2018	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 11	Per hour/session /week	1/07/2018	\$7.50	\$7.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 12	Per hour/session /week	1/07/2018	\$8.00	\$8.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 13	Per hour/session /week	1/07/2018	\$8.50	\$8.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 14	Per hour/session /week	1/07/2018	\$9.00	\$9.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 15	Per hour/session /week	1/07/2018	\$9.50	\$9.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 16	Per hour/session /week	1/07/2018	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 17	Per hour/session /week	1/07/2018	\$10.50	\$10.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 18	Per hour/session /week	1/07/2018	\$11.00	\$11.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 19	Per hour/session /week	1/07/2018	\$11.50	\$11.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 20	Per hour/session /week	1/07/2018	\$12.00	\$12.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 21	Per hour/session /week	1/07/2018	\$12.50	\$12.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 22	Per hour/session /week	1/07/2018	\$13.00	\$13.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 23	Per hour/session /week	1/07/2018	\$13.50	\$13.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 24	Per hour/session /week	1/07/2018	\$14.00	\$14.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 25	Per hour/session /week	1/07/2018	\$14.50	\$14.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 26	Per hour/session /week	1/07/2018	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 27	Per hour/session /week	1/07/2018	\$15.50	\$15.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 28	Per hour/session /week	1/07/2018	\$16.00	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 29	Per hour/session /week	1/07/2018	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 30	Per hour/session /week	1/07/2018	\$17.00	\$17.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 31	Per hour/session /week	1/07/2018	\$17.50	\$17.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 32	Per hour/session /week	1/07/2018	\$18.00	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 33	Per hour/session /week	1/07/2018	\$18.50	\$18.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 34	Per hour/session /week	1/07/2018	\$19.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 35	Per hour/session /week	1/07/2018	\$19.50	\$19.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 36	Per hour/session /week	1/07/2018	\$20.00	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 37	Per hour/session /week	1/07/2018	\$20.50	\$20.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Cancellation Fee (Term Programme Refunds - (if Medical Cert. is not produced))	15%	1/07/2007			GST Inc.	Section 6.16 of the Local Government Act 1995
Hire of Willagee Community Centre Activity Room 1 or 2						
Community Use	Per hour	1/07/2024	\$15.75	\$16.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use	Per hour	1/07/2024	\$21.00	\$21.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Whole Activity Room						
Community Use	Per hour	1/07/2024	\$18.00	\$18.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use	Per hour	1/07/2024	\$23.25	\$23.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Interview Room						
Community Use	Per hour	1/07/2024	\$10.50	\$10.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use	Per hour	1/07/2024	\$15.50	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Hall						
Community Use	Per hour	1/07/2024	\$20.00	\$20.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use	Per hour	1/07/2024	\$25.50	\$26.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Badminton Court Hire - Casual	Per hour/Per court	1/07/2024	\$12.75	\$13.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Playgroup Room						
Community Use - Regular	Per hour	1/07/2024	\$15.75	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use - Regular	Per hour	1/07/2024	\$21.50	\$22.00	GST Inc.	Section 6.16 of the Local Government Act 1995
HIRE OF BULL CREEK COMMUNITY CENTRE						
Room 1 - Commercial rate	Per hour	1/07/2024	\$36.75	\$37.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 1 - Community rate	Per hour	1/07/2024	\$24.00	\$24.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 2 - Commercial rate	Per hour	1/07/2024	\$30.25	\$31.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 2 - Community rate	Per hour	1/07/2024	\$16.75	\$17.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Both rooms - Commercial	Per hour	1/07/2024	\$66.00	\$67.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Both rooms - Community	Per hour	1/07/2024	\$39.75	\$40.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Centre Office - Commercial	Per hour	1/07/2024	\$25.25	\$25.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Centre Office - Community	Per hour	1/07/2024	\$15.75	\$16.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Storage - Small	Per month	1/07/2024	\$8.75	\$9.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Storage - Medium	Per month	1/07/2024	\$10.25	\$10.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Storage - Large	Per month	1/07/2024	\$16.75	\$17.00	GST Inc.	Section 6.16 of the Local Government Act 1995
HIRE OF BLUE GUM COMMUNITY CENTRE						
Function Room - Commercial rate	Per hour	1/07/2023	\$38.75	\$38.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Function Room - Community rate	Per hour	1/07/2023	\$26.00	\$26.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Main Hall - Commercial rate	Per hour	1/07/2023	\$41.00	\$41.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Main Hall - Community rate	Per hour	1/07/2023	\$28.25	\$28.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Storage – small	Per month	1/07/2023	\$12.75	\$12.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Storage – large	Per month	1/07/2023	\$21.00	\$21.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Crèche hire - Community rate	Per hour	1/07/2023	\$10.75	\$10.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Centre Office - Commercial	Per hour	1/07/2023	\$15.50	\$15.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Centre Office - Community	Per hour	1/07/2023	\$10.50	\$10.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Administration charge - (cancellation of booking)	Per occasion	1/07/2023	\$25.75	\$25.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Non return of swipe card	Per occasion	1/07/2023	\$25.25	\$25.25	No GST	Section 6.16 of the Local Government Act 1995
Non return of key	Per occasion	1/07/2023	\$50.25	\$50.25	No GST	Section 6.16 of the Local Government Act 1995
HIRE OF CANNING BRIDGE COMMUNITY SPACE (63 Kishorn Road, Mount Pleasant)						
Commercial rate*	Per hour	1/07/2023	\$28.25	\$28.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Community rate**	Per hour	1/07/2023	\$16.75	\$16.75	GST Inc.	Section 6.16 of the Local Government Act 1995
Half price commercial rate***	Per hour	1/07/2023	\$14.25	\$14.25	GST Inc.	Section 6.16 of the Local Government Act 1995
Half price community rate***	Per hour	1/07/2023	\$8.50	\$8.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Full day rate Commercial	Per day	1/07/2022	\$140.00	\$140.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Full day rate Community	Per day	1/07/2022	\$82.50	\$82.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Exhibition Hire	10 days	1/07/2022	\$400.00	\$400.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Additional Community Centre Charges						
CSS Call Out Fee	up to 20 mins	1/07/2022	\$55.00	\$55.00	GST Inc.	Section 6.16 of the Local Government Act 1995
CSS Call Out Fee	longer than 20 mins	1/07/2022	\$75.00	\$75.00	GST Inc.	Section 6.16 of the Local Government Act 1995
KADIDJINY HALL						
Community Use	Per hour	1/11/2023	\$17.50	\$17.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Use	Per hour	1/11/2023	\$26.50	\$26.50	GST Inc.	Section 6.16 of the Local Government Act 1995
*The commercial rate applies to bookings used for the purpose of profit making activities or the promotion of the same.						
**The non-commercial rate applies to bookings that do not contribute to profit making activities of a commercial nature, but may contribute to the ongoing operations of an established not for profit entity.						
***Half price rates can be applied for up to one month at community centres and spaces, only if the booking is intended to be part of an ongoing program to be held at the relevant community centre or space.						

COMMUNITY DEVELOPMENT - MUSEUMS & LOCAL HISTORY

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Guided Tours						
Individual sites (limited uptake of this service and price is competitive with other museums)	Per Person	1/07/2021	\$6.40	\$6.40	GST Inc.	Section 6.16 of the Local Government Act 1995
Individual sites (Wireless Hill Museum)	Per group - Max 12 people	1/07/2021	\$54.00	\$54.00	GST Inc.	Section 6.16 of the Local Government Act 1995
(Discretion of waiving of entry fee up to \$2.00 by the CEO)						
Museums & Local History Research & Other Fees						
Research Fees - Business & Professional	Per hour	1/07/2021	\$54.00	\$54.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Research Fees - Community & Private Projects	Per research enquiry	1/07/2021	\$37.80	\$37.80	GST Inc.	Section 6.16 of the Local Government Act 1995
Expedited Research Fee - additional (within 48 hours)		1/07/2021	\$32.40	\$32.40	GST Inc.	Section 6.16 of the Local Government Act 1995
Reproduction Fees - Business & Professional	Per image	1/07/2021	\$64.80	\$64.80	GST Inc.	Section 6.16 of the Local Government Act 1995
Reproduction Fees - Community & Personal	Per image	1/07/2021	\$37.80	\$37.80	GST Inc.	Section 6.16 of the Local Government Act 1995
Museum Learning Program						
Museum Learning Program	Per student	1/07/2024	\$10.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Museum in a Box Program (Teacher professional development session)	Per hour/Per teacher	1/07/2021	\$162.00	\$162.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Museum in a Box Program (Student)	Per hour/Per student	1/07/2021	\$19.40	\$19.40	GST Inc.	Section 6.16 of the Local Government Act 1995
HIRE OF 6 HICKEY STREET						
Room 1 - Commercial rate	Per hour	1/11/2021	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 1 - Community rate	Per hour	1/11/2021	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995

COMMUNITY DEVELOPMENT - ARTS

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Art Award Entry Fees						
Adult		1/07/2021	\$25.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Youth		1/07/2021	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Hire of Atwell House						
Room 1 - Commercial rate	Per hour	16/11/2023	\$28.00	\$28.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 1 - Community rate	Per hour	16/11/2023	\$20.00	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 1 - Half price commercial rate	Per hour	16/11/2023	\$14.00	\$14.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 1 - Half price community rate	Per hour	16/11/2023	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 2/3 - Commercial rate	Per hour	16/11/2023	\$20.00	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 2/3 - Community rate	Per hour	16/11/2023	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 2/3 - Half price commercial rate	Per hour	16/11/2023	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 2/3 - Half price community rate	Per hour	16/11/2023	\$7.50	\$7.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 4 - Commercial rate	Per hour	16/11/2023	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 4 - Community rate	Per hour	16/11/2023	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 4 - Half price commercial rate	Per hour	16/11/2023	\$7.50	\$7.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Room 4 - Half price community rate	Per hour	16/11/2023	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Hire of Atwell Gallery						
Commercial rate	10 days	16/11/2023	\$750.00	\$750.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community rate	10 days	16/11/2023	\$450.00	\$450.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial rate	Per day	16/11/2023	\$210.00	\$210.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community rate	Per day	16/11/2023	\$150.00	\$150.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Curation and Hanging Services						
Commercial rate	Per hour	16/11/2023	\$80.00	\$80.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community rate	Per hour	16/11/2023	\$40.00	\$40.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Additional Charges						
Group meeting (Melville based art groups)	Max 12 per year	16/11/2023	\$0.00	\$0.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Open House session	Per session	16/11/2023	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Group demo/workshop commercial rate	Per hour	16/11/2023	\$120.00	\$120.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Group demo/workshop community rate	Per hour	16/11/2023	\$60.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995

HEATHCOTE CULTURAL PRECINCT

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Derbal Yerrigan Meeting Room Formerly Museum & Gallery Meeting Room						
Art Sales - commission	Based on sale price 25%	1/07/2021			GST Inc.	Section 6.16 of the Local Government Act 1995
Heathcote Cultural Precinct Term Programme						
Schedule 1	Per hour /session	1/07/2014	\$4.50	\$4.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 2	Per hour /session	1/07/2014	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 3	Per hour /session	1/07/2014	\$5.50	\$5.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 4	Per hour /session	1/07/2014	\$6.00	\$6.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 5	Per hour /session	1/07/2014	\$6.50	\$6.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 6	Per hour /session	1/07/2014	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 7	Per hour /session	1/07/2014	\$7.50	\$7.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 8	Per hour /session	1/07/2014	\$8.00	\$8.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 9	Per hour /session	1/07/2014	\$8.50	\$8.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 10	Per hour /session	1/07/2014	\$9.00	\$9.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 11	Per hour /session	1/07/2014	\$9.50	\$9.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 12	Per hour /session	1/07/2014	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 13	Per hour /session	1/07/2014	\$10.50	\$10.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 14	Per hour /session	1/07/2014	\$11.00	\$11.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 15	Per hour /session	1/07/2014	\$11.50	\$11.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 16	Per hour /session	1/07/2014	\$12.00	\$12.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 17	Per hour /session	1/07/2014	\$12.50	\$12.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 18	Per hour /session	1/07/2014	\$13.00	\$13.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 19	Per hour /session	1/07/2014	\$13.50	\$13.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 20	Per hour /session	1/07/2014	\$14.00	\$14.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 21	Per hour /session	1/07/2014	\$14.50	\$14.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 22	Per hour /session	1/07/2014	\$15.00	\$15.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 23	Per hour /session	1/07/2014	\$15.50	\$15.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 24	Per hour /session	1/07/2014	\$16.00	\$16.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 25	Per hour /session	1/07/2014	\$16.50	\$16.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 26	Per hour /session	1/07/2014	\$17.00	\$17.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 27	Per hour /session	1/07/2014	\$17.50	\$17.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 28	Per hour /session	1/07/2014	\$18.00	\$18.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 29	Per hour /session	1/07/2014	\$18.50	\$18.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 30	Per hour /session	1/07/2014	\$19.00	\$19.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 31	Per hour /session	1/07/2014	\$19.50	\$19.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 32	Per hour /session	1/07/2014	\$20.00	\$20.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Schedule 33	Per hour /session	1/07/2014	\$20.50	\$20.50	GST Inc.	Section 6.16 of the Local Government Act 1995
* Note Schedules are determined by the number of participants enrolled and to return a cost recovery to the cost of running the programme. Programme costs include instruction fees, promotion and a centre overhead recovery.						

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Gyinning Ellen Brook Rooms for Hire formerly Administration Building						
Studio 1	Per month	1/07/2024	\$273.90	\$283.76	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 2	Per month	1/07/2024	\$262.50	\$271.95	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 3	Per month	1/07/2024	\$137.65	\$142.60	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 4	Per month	1/07/2024	\$178.00	\$184.40	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 5	Per month	1/07/2024	\$190.40	\$196.70	GST Inc.	Section 6.16 of the Local Government Act 1995
Admin. Meeting Room Commercial	Per hour	1/07/2019	\$42.00	\$42.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community	Per hour	1/07/2019	\$32.00	\$32.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Mandoon Helena Artist Studio's formerly Kitchen Artist Studio's						
Studio 1	Per month	1/07/2024	\$256.35	\$265.58	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 2	Per month	1/07/2024	\$175.78	\$182.10	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 3	Per month	1/07/2024	\$259.22	\$268.55	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 4	Per month	1/07/2024	\$527.31	\$546.29	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 5	Per month	1/07/2024	\$166.24	\$172.22	GST Inc.	Section 6.16 of the Local Government Act 1995
Studio 6	Per month	1/07/2024	\$247.85	\$256.77	GST Inc.	Section 6.16 of the Local Government Act 1995
Derbal Yerrigan Swan House Community Room (50 standing 30 seated)						
Commercial	Per hour	1/07/2019	\$53.00	\$53.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community	Per hour	1/07/2019	\$42.00	\$42.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Derbal Yerrigan Swan House Meeting Room						
Commercial	Per hour	1/07/2019	\$42.00	\$42.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community	Per hour	1/07/2021	\$32.00	\$32.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Mandoon Helena Room for Hire formerly Kitchen Block						
Commercial	Per hour	1/07/2019	\$69.00	\$69.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community	Per hour	1/07/2019	\$58.00	\$58.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community	Per day	1/07/2021	\$282.00	\$282.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Exhibition Rate	5 days - 2 week Period	1/07/2021	\$918.00	\$918.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Dandalup Murray House Artist Studio's						
Arts/Cultural Low commercial or Not For Profit	Per square metre	1/07/2024	\$140.79	\$145.86	GST Inc.	Section 6.16 of the Local Government Act 1995
Arts/Cultural High Commercial	Per square metre	1/07/2024	\$270.75	\$280.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Wellness Low Commercial	Per square metre	1/07/2024	\$270.75	\$280.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Wellness Commercial	Per square metre	1/07/2024	\$324.90	\$336.60	GST Inc.	Section 6.16 of the Local Government Act 1995
Hospitality Commercial	Per square metre	1/07/2024	\$487.35	\$504.90	GST Inc.	Section 6.16 of the Local Government Act 1995
Dandalup Murray House Workshop						
Commercial	Per hour	1/07/2021	\$47.00	\$47.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial	Per day (max 8 hours)	1/07/2021	\$216.00	\$216.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community	Per hour	1/07/2021	\$36.00	\$36.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community	Per day (max 8 hours)	1/07/2021	\$110.00	\$110.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Heathcote Reserve Hire						
Wedding Ceremony	Per hour	1/07/2019	\$116.00	\$116.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Bluewater Grill	Up to 100 People	1/07/2021	\$336.00	\$336.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Bluewater Grill	100 + People	1/07/2021	\$536.00	\$536.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Projector Hire		1/07/2020	\$30.00	\$30.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community Events with admission fee charged		1/07/2019	\$368.00	\$368.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community Event up to 500		1/07/2019	\$84.00	\$84.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community Event 500 or more		1/07/2019	\$137.00	\$137.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Commercial Events		1/07/2020	\$788.00	\$788.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Outdoor Performance stage		1/07/2020	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995

WASTE SERVICES

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
RESIDENTIAL PROPERTIES						
* Note Normal residential waste service costs included in residential rates notice						
Upgrade from a 140L Domestic Garbage (red top) Bin to 240L		1/07/2023	\$98.00	\$98.00	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
Upgrade from a 240L Domestic Recycling (yellow top) Bin to 360L		1/07/2023	\$79.00	\$79.00	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
Additional 240L Domestic Recycling Bin emptied at the same time as standard domestic recycling bin collection		1/07/2022	\$136.30	\$136.30	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
Additional 240L Domestic Garbage Bin emptied at the same time as standard domestic garbage bin collection		1/07/2022	\$352.90	\$352.90	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
Additional 140L Domestic Garbage (red top) Bin emptied at the same time as standard domestic garbage bin collection		1/07/2022	\$207.00	\$207.00	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
Additional 240L FOGO (green top) Bin emptied at the same time as standard FOGO bin collection		1/07/2022	\$207.00	\$207.00	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
NON RATEABLE PROPERTIES - RESIDENTIAL						
Non rateable residential dwelling domestic service (incl weekly MSW, Recycling and Bulk Verge Collection by arrangement)		1/07/2022	\$470.70	\$470.70	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
NON RATEABLE PROPERTIES - NON-RESIDENTIAL						
240L Mobile Garbage Bin weekly collection		1/07/2022	\$639.50	\$639.50	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
240L Mobile Recycling Bin weekly collection		1/07/2022	\$627.00	\$627.00	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
660 litre rubbish bin	Per lift	1/07/2022	\$29.60	\$29.60	GST Inc.	Section 6.16 of the Local Government Act 1995
660 litre recycling bin	Per lift	1/07/2022	\$26.90	\$26.90	GST Inc.	Section 6.16 of the Local Government Act 1995
1,100 litre rubbish bin	Per lift	1/07/2022	\$41.80	\$41.80	GST Inc.	Section 6.16 of the Local Government Act 1995
1,100 litre recycling bin	Per lift	1/07/2022	\$35.40	\$35.40	GST Inc.	Section 6.16 of the Local Government Act 1995
COMMERCIAL BIN SERVICES						
240L Commercial Mobile Garbage Bin - Weekly Rubbish Waste Collection		1/07/2022	\$639.50	\$639.50	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
240L Commercial Recycling Bin - Weekly Collection		1/07/2022	\$627.00	\$627.00	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
240L Commercial Mobile FOGO Bin	Per lift	12/12/2023	\$11.65	\$11.65	GST Inc.	Section 6.16 of the Local Government Act 1995
240L Commercial Mobile Garbage Bin	Per lift	1/07/2022	\$12.30	\$12.30	GST Inc.	Section 6.16 of the Local Government Act 1995
240L Commercial Recycling Bin	Per lift	1/07/2022	\$12.10	\$12.10	GST Inc.	Section 6.16 of the Local Government Act 1995
660 litre Commercial rubbish bin	Per lift	1/07/2022	\$29.60	\$29.60	GST Inc.	Section 6.16 of the Local Government Act 1995
660 litre Commercial recycling bin	Per lift	1/07/2022	\$26.90	\$26.90	GST Inc.	Section 6.16 of the Local Government Act 1995
1,100 litre Commercial rubbish bin	Per lift	1/07/2022	\$41.80	\$41.80	GST Inc.	Section 6.16 of the Local Government Act 1995
1,100 litre Commercial recycling bin	Per lift	1/07/2022	\$35.40	\$35.40	GST Inc.	Section 6.16 of the Local Government Act 1995
OTHER CHARGES						
Waste contamination charge		1/07/2022	\$227.70	\$227.70	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
Caddy liners	Per roll	1/07/2023	\$4.50	\$4.50	GST Inc.	Section 6.16 of the Local Government Act 1995
SPECIAL EVENTS/TEMPORARY SERVICES						
240L Mobile Garbage or Recycling Bins - Placement and 1st lift		1/07/2022	\$18.30	\$18.30	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995
240L Mobile Garbage or Recycling Bins - Additional Empties		1/07/2022	\$13.60	\$13.60	N/A	Tax Ruling CR2015/67 Section 6.16 of the Local Government Act 1995

WORKS SERVICES

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Crossover (subsidies)						
Costs as per tendered rate for construction of crossovers and subsidies as per Local Government Act 1996 & Local Government (Uniform Local Provisions) Regulations 1996 Clause 15	Full Recovery	1/07/1998	\$0.00	\$0.00	GST Inc.	Section 6.16 of the Local Government Act 1995 Local Government (Uniform Local Provisions) Regulations 1996 Clause 15
Developments and Building						
Supervision fee - for works within the Road Reserve associated with Land development and building in accordance with Planning and Development Act of 2005 - Part 1 - Division 4 Section 159. 3 (b)	1.5% of Project cost (estimate)	1/07/2017	\$0.00	\$0.00	No GST	Planning and Development Act of 2005 - Part 1 - Division 4 Section 159. 3 (b)
Private Works						
Private Works Negotiable subject to full cost recovery:	Full Recovery	1/07/2003	\$0.00	\$0.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Road Construction						
Road Sweeping						
Cleaning of Drains						
Painting of Kerbs						
Right of Way Construction						
Street Signs						
Landscaping						

WORKS KERBING

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Signs - manufacture and install	Full Recovery	1/07/2019				Section 6.16 of the Local Government Act 1995
Verge Bond Inspection Fee		1/07/2018	\$100.00	\$100.00	No GST	Section 6.16 of the Local Government Act 1995
Verge Bond Re-Inspection Fee		1/07/2017	\$100.00	\$100.00	No GST	Section 6.16 of the Local Government Act 1995

ENVIRONMENTAL SERVICES

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Piney Lakes Environmental Education Centre						
Binjar (Wetland) Room Hire – Commercial (Previously Lotteries Room)	Per hour	1/07/2021	\$43.00	\$43.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Binjar (Wetland) Room Hire – Commercial (Previously Lotteries Room)	Full day	1/07/2021	\$285.00	\$285.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Marlak (Bushland) Room Hire – Commercial (Previously Rotary Room)	Per hour	1/07/2021	\$43.00	\$43.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Marlak (Bushland) Room Hire – Commercial (Previously Rotary Room)	Full day	1/07/2021	\$285.00	\$285.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Ngoolak (Black Cockatoo) Space Hire - Commercial	Per hour	1/07/2023	\$21.50	\$21.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Ngoolak (Black Cockatoo) Space Hire - Commercial	Full day	1/07/2023	\$142.00	\$142.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Moodja (WA Christmas Tree) Room Hire - Commercial	Per hour	1/07/2023	\$21.50	\$21.50	GST Inc.	Section 6.16 of the Local Government Act 1995
Moodja (WA Christmas Tree) Room Hire - Commercial	Full day	1/07/2023	\$142.00	\$142.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Whole Venue Hire - (all four spaces) Commercial	Per hour	1/07/2023	\$90.00	\$90.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Whole Venue Hire - (all four spaces) Commercial	Per day	1/07/2023	\$597.00	\$597.00	GST Inc.	Section 6.16 of the Local Government Act 1995
After hours Security attendance to open and close centre	Per call out	1/07/2023	\$60.00	\$60.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Cancellation fee on all venue hire bookings		1/07/2022	\$55.00	\$55.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Tour Visits						
Community education/information sessions	Per head	1/07/2013	\$5.00	\$5.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community Rate (room hire)	Per room/Per 3 hours	1/07/2022	\$34.00	\$34.00	GST Inc.	Section 6.16 of the Local Government Act 1995
School Groups						
School Groups	Per head/Per 1.5-2 hr duration	1/07/2018	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995
School Groups	Per head/Per 3-4 hr duration	1/07/2013	\$10.00	\$10.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Excursion Bookings						
Schools, Community Groups, Tertiary	Per head (min 30 Per group)	1/07/2015	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Community Programs						
Family Events, Holiday Programs, Adult Education	Per head (min 20 Per group)	1/07/2018	\$7.00	\$7.00	GST Inc.	Section 6.16 of the Local Government Act 1995

TRAFFIC MANAGEMENT

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Traffic Management Plan Review	Cost Per hour	1/07/2024	\$98.00	\$102.00	GST Inc.	Section 6.16 of the Local Government Act 1995

NATURAL AREAS AND PARKS

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Removal / replacement of street trees	Full Recovery of costs				GST Inc.	Section 6.16 of the Local Government Act 1995

BUILDING SERVICES

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
BUILDING PERMIT APPLICATIONS FEES (Building, alterations, fencing and swimming pools)						
Certified Building Permit Application Fee for construction valued under \$57,895 (Classes 1 or 10)	Minimum fee	1/07/2021	\$110.00	\$110.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Certified Building Permit Application Fee for construction valued over \$57,895 (Classes 1 or 10) of the estimated value of the building work	0.19%	1/07/2021	\$0.00	\$0.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Uncertified Building Permit Application Fee for construction valued under \$34,375 (Classes 1 or 10)	Minimum fee	1/07/2021	\$110.00	\$110.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Uncertified Building Permit Application Fee for construction valued over \$34,375 (Classes 2 to 9) of the estimated value of the building work	0.32%	1/07/2021	\$0.00	\$0.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Certified Building Permit Application Fee for construction valued under \$122,222 (Classes 2 to 9)	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Certified Building Permit Application Fee for construction valued over \$122,222 (Classes 2 to 9) of the estimated value of the building work	0.09%	1/07/2021	\$0.00	\$0.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Uncertified Building Permit Application Fee for construction valued under \$34,375 (Classes 2 to 9)	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Uncertified Building Permit Application Fee for construction valued over \$34,375 (Classes 1 or 10) of the estimated value of the building work	0.32%	1/07/2021	\$0.00	\$0.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Demolition Permit Class 1 or 10 buildings or incidental structure	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Demolition Permit Class 2 to 9 building	Minimum Fee/Per storey	1/07/2021	\$110.00	\$110.00	No GST	Section 16(l) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Application to extend the time during which a building or demolition permit has effects. 32(3) (f)	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 32(3)(f) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Occupancy Permit Completed Buildings (s.46)	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 46 of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Occupancy Permit for a temporary occupancy permit for an incomplete building (s. 47)	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 47 of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Occupancy Permit for modification of an occupancy permit for additional use of a building on a temporary basis (s. 48)	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 48 of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Occupancy Permit - replacement occupancy permit for Permanent change of the buildings use, classification (s 49)	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 49 of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Application Occupancy Permit or Building Approval Certificates for registration of Strata Scheme, plan of re sub division (s. 50 (1) and (2))	Each strata Unit \$11.60, minimum \$115	1/07/2019	\$115.00	\$115.00	No GST	Section 50 (1) and (2) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Application for a Building Approval Certificate for a building in respect of which unauthorised work has not been done (s.51(2))	Minimum Fee \$110.00 or 0.18% est value	1/07/2021	\$110.00	\$110.00	No GST	Section 51(2) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Application Building Approval Certificate for a building in respect of which unauthorised work has been done [s. 51(3)]	Minimum Fee \$110.00 or 0.38% est value	1/07/2021	\$110.00	\$110.00	No GST	Section 51(3) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Application to replace an Occupancy Permit for an existing building [s. 52(1)]	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 52(1) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Application for a Building Approval for an existing building where unauthorised work has not been done (s.52(2))	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 52(2) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Application to extend the time during which an Occupancy Permit or Building approval certificate has effect [s.65 (3) (a)]	Minimum Fee	1/07/2021	\$110.00	\$110.00	No GST	Section 65(3)(a) of the Building Act 2011, Regulation 11 of the Building Regulations 2012, Schedule 2
Other applications - application as defined in regulation 31 (for each Building Standard in respect on which declaration is sought)		1/07/2018	\$2,160.15	\$2,160.15	No GST	Regulation 31 of the Building Regulations 2012, Schedule 2
10 Yr Battery Smoke Alarm Application		1/07/2018	\$179.40	\$179.40	No GST	Building Act 2011, Regulation 61(3)(b) of the Building Regulations 2012

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
GOVERNMENT FEES						
Building Commission Fee & Services Levy for Building or Demolition Permits for construction valued under \$45,000 of the estimated value of the building work	Minimum Fee	1/07/2019	\$61.65	\$61.65	No GST	Department of Mines, Industry Regulation and Safety (DMIRS)
Building Commission Fee & Services Levy for Building or Demolition Permits for construction valued over \$45,000 of the estimated value of the building work	0.137%	1/07/2018	\$0.00	\$0.00	No GST	Department of Mines, Industry Regulation and Safety (DMIRS)
Building Commission Fee & Services Levy for Occupancy Permits regardless of the estimated value of the building work Section 47, Section 49, Section 50, Section 52	Minimum Fee	1/07/2019	\$123.00	\$123.00	No GST	Department of Mines, Industry Regulation and Safety (DMIRS)
Building Commission Fee & Services Levy for Building Approval Certificates regardless of the estimated value of the building work	Minimum Fee	1/07/2018	\$61.65	\$61.65	No GST	Department of Mines, Industry Regulation and Safety (DMIRS)
Building Commission Fee & Services Levy for Unauthorised Building Work for construction valued under \$45,000	Minimum Fee	1/07/2018	\$61.65	\$61.65	No GST	Department of Mines, Industry Regulation and Safety (DMIRS)
Building Commission Fee & Services Levy for Unauthorised Building Work for construction valued over \$45,000 Section 51	0.274%	1/07/2019	\$0.00	\$0.00	No GST	Department of Mines, Industry Regulation and Safety (DMIRS)
Construction Training Fund Levy (previously BCITF) for construction value over \$20,000	0.2% of estimated cost	1/07/2018	\$0.00	\$0.00	No GST	Section 5 of the Building and Construction Industry Training Levy Act 1990
PROFESSIONAL ADVICE FEES BY THE CITY OF MELVILLE						
Professional advice request from a Qualified Building Surveyor, or request seeking confirmation from Environmental Health, Planning or Technical Services	Per Hour	1/07/2018	\$120.00	\$120.00	No GST	Department Mines, Industry Regulation and Safety (DMIRS)
VERGE FEES AND BONDS						
All BA's (Exceeding \$20,000), swimming pools and demolitions		1/07/2008	\$1,900.00	\$1,900.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Set down material on verge, to move into the site		1/07/2018	\$75.00	\$75.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Verge Permit	Minimum fee \$110.00 plus calculated at \$1 Per m2 Per month	1/07/2021	\$110.00	\$110.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law 2014
* SWIMMING POOLS - INSPECTIONS						
Initial pool inspection fee		21/06/2024	\$0.00	\$312.00	No GST	Building Act 2011, Sub Regulation 53A(2) of the Building Regulations 2012
Annual Inspection Fee		1/07/2024	\$50.50	\$51.00	No GST	Building Act 2011, Regulation 53(2)(b) of the Building Regulations 2012
Construction Inspection Fee		1/07/2024	\$50.50	\$51.00	No GST	Building Act 2011, Regulation 53(2)(b) of the Building Regulations 2012
Inspection at the request of others E.g. Purchaser demolition and decommissioning inspections		1/07/2024	\$50.50	\$51.00	No GST	Building Act 2011, Regulation 53(2)(b) of the Building Regulations 2012
PENALTIES OR INFRINGEMENTS						
Enclosure of private swimming pools [r. 50(1)] Infringement Penalty	Modified penalty	26/04/2019	\$1,000.00	\$1,000.00	No GST	Building Act 2011, Regulation 50(1) of the Building Regulations 2012
Requirement to have smoke alarms or similar prior to transfer of dwelling [r. 56]	Modified penalty	1/07/2019	\$5,000.00	\$5,000.00	No GST	Building Act 2011, Regulation 56(1) of the Building Regulations 2012
Requirement to have smoke alarms or similar prior to tenancy [r. 58]	Modified penalty	1/07/2019	\$5,000.00	\$5,000.00	No GST	Building Act 2011, Regulation 58 of the Building Regulations 2012
Requirement to have smoke alarms or similar prior to hire of dwelling [r. 59]	Modified penalty	1/07/2019	\$5,000.00	\$5,000.00	No GST	Building Act 2011, Regulation 58 of the Building Regulations 2012
COPIES OF BUILDING PLANS						
Copies of Permits, Building Approval Certificates (s.129 Building Act 2011)		1/07/2021	\$33.00	\$33.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Copies of Building Records to an interested Person (s.131 Building Act 2011)		1/07/2021	\$110.00	\$110.00	GST Inc.	Section 6.16 of the Local Government Act 1995
Retrieval fee for building plans stored offsite		1/07/2010	\$25.00	\$25.00	GST Inc.	Section 6.16 of the Local Government Act 1995

PLANNING SERVICES

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
PLANNING APPLICATIONS						
Planning Applications (including applications for which discretion under the R Codes is required)						
<= \$50,000		1/07/2016	\$147.00*	\$147.00*	No GST	Planning and Development Act 2005
>\$50,000 - <= \$500,000		1/07/2016	0.32% of the cost of development*	0.32% of the cost of development*	No GST	Planning and Development Act 2005
> \$500,000 - <= \$2.5 million		1/07/2016	\$1,700.00+ 0.257% for every \$1 in excess of \$500,000*	\$1,700.00+ 0.257% for every \$1 in excess of \$500,000*	No GST	Planning and Development Act 2005
> \$2.5 million - <= \$5 million		1/07/2016	\$7,161.00+ 0.206% for every \$1 in excess of \$2.5 million*	\$7,161.00+ 0.206% for every \$1 in excess of \$2.5 million*	No GST	Planning and Development Act 2005
> \$5 million - <= \$21.5 million		1/07/2016	\$12,633.00+ 0.123% for every \$1 in excess of \$5 million*	\$12,633.00+ 0.123% for every \$1 in excess of \$5 million*	No GST	Planning and Development Act 2005
> \$21.5 million		1/07/2016	\$34,196.00*	\$34,196.00*	No GST	Planning and Development Act 2005
Written advice that a proposal complies with the R-Codes, LPS6, policy and does not require Planning Approval per hour rate	100% of Planning Fee	1/07/2012	\$73.00*	\$73.00*	No GST	Section 6.16 of the Local Government Act 1995
Determining an application to amend or cancel development approval <= \$50,000			\$147.00	\$147.00	No GST	Planning and Development Regulations 2009
Determining an application to amend or cancel development approval > \$50,000			\$295.00	\$295.00	No GST	Planning and Development Regulations 2009
Change of Use		1/07/2016	\$295.00	\$295.00	No GST	Planning and Development Act 2005
Change of Use - Development Application where works or use have already commenced		1/07/2016	\$895.00	\$895.00	No GST	Planning and Development Act 2005
Amendment to Approved Application		1/07/2016	Minimum fee of \$147 up to a maximum of 50% of the original fee as determined by the Manager of Statutory Planning	Minimum fee of \$147 up to a maximum of 50% of the original fee as determined by the Manager of Statutory Planning	No GST	Planning and Development Act 2005
Retrospective development applications		1/07/2016	The applicable fee plus, by way of penalty, twice that fee.	The applicable fee plus, by way of penalty, twice that fee.	No GST	Planning and Development Act 2005
Request for Deemed to Comply Check - Minor		15/02/2021	\$73.00	\$73.00	No GST	Planning and Development Act 2005
Request for Deemed to Comply Check - Standard		15/02/2021	\$295.00	\$295.00	No GST	Planning and Development Act 2005
Home Business - Application		1/07/2013	\$222.00*	\$222.00*	No GST	Planning and Development Act 2005
Retrospective Home Business		1/07/2012	\$666* being the applicable application fee plus, by way, of penalty, twice that fee	\$666* being the applicable application fee plus, by way, of penalty, twice that fee	No GST	Department Planning, Lands and Heritage (DPLH)
Restrictive Covenant Letter		1/07/2014	\$66.00	\$66.00	No GST	Section 6.16 of the Local Government Act 1995
GAMING PERMIT						
Single Day		1/07/2017	\$149.00	\$149.00	No GST	
Multiple Dates (more than 5 days in one calendar year)		1/07/2017	\$303.00	\$303.00	No GST	
Renewals- Multiple Dates (more than 5 days in one calendar year)		1/07/2017	\$152.00	\$152.00	No GST	
Additional cost if involving Licensed Premises (Council Approval)		1/07/2017	\$337.00	\$337.00	No GST	
For not for profit incorporated or community groups		1/07/2015	\$75.00	\$75.00	No GST	
Initial report, analysis and report to Council for Initiation		1/07/2017	\$1,613.00	\$1,613.00	No GST	
Gaming Act Certification		1/07/2017	\$116.50	\$116.50	No GST	
PAW/ROW/PRIVATE STREET CLOSURE REQUEST/ACCESS CLOSURE						
Advertising and further assessment following Council initiation. Finalisation and Council decision		1/07/2017	\$1,301.00	\$1,301.00	No GST	Section 6.16 of the Local Government Act 1995
HOUSE RE-NUMBERING REQUEST						
Where specifically for the benefit of the applicant		1/07/2017	\$115.00	\$115.00	No GST	Section 6.16 of the Local Government Act 1995
LIQUOR LICENCE SECTION 40						
Liquor Licence Section 40		1/07/2017	\$128.00	\$128.00	No GST	Section 6.16 of the Local Government Act 1995
FOR NOT FOR PROFIT INCORPORATED GROUPS SECTION 40						
For Not For Profit Incorporated Groups Section 40		1/07/2017	\$65.00	\$65.00	No GST	Section 6.16 of the Local Government Act 1995
PROPERTY CERTIFICATES - Zoning Certificate						
Zoning Certificate		1/07/2014	\$73.00	\$73.00	No GST	Section 6.16 of the Local Government Act 1995
Property Settlement Questionnaire		1/07/2014	\$73.00	\$73.00	No GST	Section 6.16 of the Local Government Act 1995

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
PUBLICATIONS						
LPS6 - Text & Scheme Map & Planning & Building Policies (Hardcopy) and plans	Per page (A4)	1/07/2017	\$0.75	\$0.75	No GST	Section 6.16 of the Local Government Act 1995
LPS6 - Text & Scheme Map & Planning & Building Policies (Hardcopy) and plans	Per page (A3)	1/07/2017	\$1.05	\$1.05	No GST	Section 6.16 of the Local Government Act 1995
Misc. Documents	Per page (A4)	1/07/2017	\$0.75	\$0.75	No GST	Section 6.16 of the Local Government Act 1995
Misc. Documents	Per page (A3)	1/07/2017	\$1.05	\$1.05	No GST	Section 6.16 of the Local Government Act 1995
SUBDIVISION CLEARANCE						
0-5 lots	Per lot	1/07/2013	\$73.00	\$73.00	No GST	Department Planning, Lands and Heritage (DPLH)
6-195 lots	Per lot	1/07/2013	\$73.00 Per lot for the first five lots then \$35.00 Per lot*	\$73.00 Per lot for the first five lots then \$35.00 Per lot*	No GST	Department Planning, Lands and Heritage (DPLH)
More than 195 lots		1/07/2013	\$7,393.00*	\$7,393.00*	No GST	Department Planning, Lands and Heritage (DPLH)
SCHEME AMENDMENTS, LOCAL DEVELOPMENT PLANS, ACTIVITY CENTRE AND STRUCTURE PLANS						
****Minor Text Only	Price on Application	1/07/2011	Price on Application*	Price on Application*	No GST	Planning and Development Act 2005, Regulation 48(1)(a) of the Planning and Development Regulations 2009
****Minor Text and Map	Price on Application	1/07/2011	Price on Application*	Price on Application*	No GST	Planning and Development Act 2005, Regulation 48(1)(a) of the Planning and Development Regulations 2009
****Major	Price on Application	1/07/2011	Price on Application*	Price on Application*	No GST	Planning and Development Act 2005, Regulation 48(1)(a) of the Planning and Development Regulations 2009
Cash In Lieu of Car Parking						
Cash In Lieu of Car Parking	Per bay	1/07/2015	\$10,000.00 plus land valuation	\$10,000.00 plus land valuation	No GST	Section 6.16 of the Local Government Act 1995 Car Parking Strategy
Certificate of Approval for a Strata Plan re Subdivision or Consolidation						
0 - 5 lots	Per lot	1/07/2012	\$656.00 & \$65.00	\$656.00 & \$65.00	No GST	Department Planning, Lands and Heritage (DPLH)
6 - 100 lots	Per lot	1/07/2012	\$981.00 & \$43.50	\$981.00 & \$43.50	No GST	Department Planning, Lands and Heritage (DPLH)
100 + lots		1/07/2012	\$5,113.50	\$5,113.50	No GST	Department Planning, Lands and Heritage (DPLH)
NOTE:						
* The fee charge will be calculated as per the maximum fee prescribed under the Planning Regulations 2009 and the WAPC Planning Bulletin 93/2014. The planning bulletin is released July each year.						
** The fee charge will be calculated as per Planning and Development (Development Assessment Panels) Amendment Regulations 2014. The fees are released on 1 August each year.						
*** The fee charge will be calculated as per the Planning and Development Act 2005 and the Strata Titles Act 1985 and the associated Regulations. The fees are released on 1 August each year.						
**** The fee charge will be calculated in accordance with regulation 48 of the Planning and Development Regulations 2009.						

RANGER SERVICES

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Parking and Vehicles						
Applecross Precinct						
Sleat Road On Street Parking	First hour free, Per hour thereafter (8am-6pm)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Forbes Road On Street Parking	First hour free, Per hour thereafter (8am-6pm)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Kishorn Road On Street Parking	First hour free, Per hour thereafter (8am-6pm)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Moreau Mews On Street Parking	First hour free, Per hour thereafter (8am-6pm)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
First Avenue On Street Parking	First hour free, Per hour thereafter (8am-6pm)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Canning Beach Road On Street Parking	First hour free, Per hour thereafter (8am-6pm)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Moreau Mews Off Street Parking	First hour free, Per hour thereafter (8am-6pm)	22/04/2020	\$1.70	\$1.70	GST Inc.	Parking Local Law 2023
Moreau Mews Off Street Parking	Maximum All Day (8am-6pm)	22/04/2020	\$8.50	\$8.50	GST Inc.	Parking Local Law 2023
Canning Bridge Library Carpark	First 3 hours free, Per hour thereafter (8am-10pm Mon-Sat)	30/03/2020	\$3.00	\$3.00	GST Inc.	Parking Local Law 2023
Raffles Underground Carpark	First hour free, Per hour thereafter (8am-10pm Mon - Sun)	30/03/2020	\$1.70	\$1.70	GST Inc.	Parking Local Law 2023
Raffles Underground Carpark	Maximum All Day (8am-10pm Mon-Sun)	30/03/2020	\$8.50	\$8.50	GST Inc.	Parking Local Law 2023
Mount Pleasant Precinct						
Ogilvie Road On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sat)	22/04/2020	\$3.00	\$3.00	GST Inc.	Parking Local Law 2023
Kishorn Road On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sat)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
The Esplanade On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sat)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
The Precinct (Ogilvie Road Carpark)	First hour free, Per hour thereafter (8am-6pm Mon-Sun)	22/04/2020	\$1.70	\$1.70	GST Inc.	Parking Local Law 2023
The Precinct (Ogilvie Road Carpark)	Maximum All Day (8am-6pm Mon-Sun)	1/07/2020	\$8.50	\$8.50	GST Inc.	Parking Local Law 2023
Apex Parking Station	First hour free, Per hour (8am-6pm Mon-Fri)	22/04/2020	\$1.70	\$1.70	GST Inc.	Parking Local Law 2023
Apex Parking Station	Maximum All Day (8am-6pm Mon-Fri)	22/04/2020	\$8.50	\$8.50	GST Inc.	Parking Local Law 2023
The Esplanade Off Street Parking	First hour free, Per hour (8am-6pm Mon-Fri)	22/04/2020	\$1.70	\$1.70	GST Inc.	Parking Local Law 2023
The Esplanade Off Street Parking	Maximum All Day (8am-6pm Mon-Fri)	22/04/2020	\$8.50	\$8.50	GST Inc.	Parking Local Law 2023
The Esplanade On Street Parking (between Hawkins Street and Queens Road)	First two hours free, Per hour thereafter (7am-6pm Mon-Sun)	1/03/2022	\$2.30	\$2.30	GST Inc.	Parking Local Law 2023

Fee Description	Unit of Cost/%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Riseley Precinct						
Kearns Crescent On Street Parking	First 3 hours free, Per hour thereafter (8am-6pm Mon-Sat)	30/03/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Kearns Crescent East On Street Parking	First 3 hours free, Per hour thereafter (8am-6pm Mon-Sat)	30/03/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Simpson Street Parking Station	First 3 hours free, Per hour thereafter (8am-6pm Mon-Sat)	30/03/2020	\$1.70	\$1.70	GST Inc.	Parking Local Law 2023
Simpson Street Parking Station	Maximum All Day (8am-6pm Mon-Sat)	30/03/2020	\$4.25	\$4.25	GST Inc.	Parking Local Law 2023
Willcock Street Parking Station	First 3 hours free, Per hour thereafter (8am-6pm Mon-Sat)	30/03/2020	\$1.70	\$1.70	GST Inc.	Parking Local Law 2023
Willcock Street Parking Station	Maximum All Day (8am-6pm Mon-Sat)	30/03/2020	\$4.25	\$4.25	GST Inc.	Parking Local Law 2023
Fiona Stanley Precinct						
Barry Marshall On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sun)	22/04/2020	\$2.30	\$2.30	GST Inc.	Parking Local Law 2023
Robin Warren On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sun)	22/04/2020	\$2.30	\$2.30	GST Inc.	Parking Local Law 2023
Winch Way On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sun)	22/04/2020	\$2.30	\$2.30	GST Inc.	Parking Local Law 2023
Fiona Wood Drive On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sun)	22/04/2020	\$2.30	\$2.30	GST Inc.	Parking Local Law 2023
Jennalup Street On Street Parking	First hour free, Per hour thereafter (8am-6pm Mon-Sun)	22/04/2020	\$2.30	\$2.30	GST Inc.	Parking Local Law 2023
Boat Ramps						
Point Walter Parking Station, Bicton	First hour free, Vehicles with trailers or trailers only. Per hour (7am-6pm Mon-Sun)	22/04/2020	\$2.20	\$2.20	GST Inc.	Parking Local Law 2023
Point Walter Parking Station, Bicton	Maximum All Day, Vehicles with trailers or trailers only (7am-6pm Mon-Sun)	1/07/2018	\$12.00	\$12.00	GST Inc.	Parking Local Law 2023
Deep Water Point Parking Station, Mount Pleasant	First two hours free, all vehicles. Per hour (7am-6pm Mon-Sun)	1/03/2022	\$2.30	\$2.30	GST Inc.	Parking Local Law 2023
Deep Water Point Parking Station, Mount Pleasant	Maximum All Day, all vehicles (7am-6pm Mon-Sun)	1/03/2022	\$12.00	\$12.00	GST Inc.	Parking Local Law 2023
General Parking						
ACROD Permit Holders Parking	Applicable within all paid parking locations within Melville	1/07/2019	\$0.00	\$0.00	No GST	Parking Local Law 2023
DVA TPI Gold Card Holders Parking Permit (Maximum 1 Per holder)	Applicable within all paid parking locations within Melville	1/07/2019	\$0.00	\$0.00	No GST	Parking Local Law 2023
Parking Facility Annual Boat Ramp Voucher Valid Mon-Fri (except Public Holidays) - Only available to Senior Card Holders and Pensioners residing in City of Melville	Applicable to Point Walter Parking Station and Deep Water Point Parking Station	1/07/2016	\$100.00	\$100.00	GST Inc.	Parking Local Law 2023
Parking Permit Replacement Fee		1/07/2016	\$25.00	\$25.00	GST Inc.	Parking Local Law 2023
City of Melville Number Plates		1/07/2015	\$220.00	\$220.00	GST Inc.	Parking Local Law 2023
Work Zone Fee	Per bay, Per day	1/07/2017	\$8.50	\$8.50	GST Inc.	Parking Local Law 2023

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
General						
Recovery of any costs associated with damages / offences against Local Laws or impounded vehicles/goods (e.g. Solicitors, signage, line-marking)		1/07/2015	\$800.00	\$800.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Recovery of Impounded vehicles/Goods		1/07/2018	\$55.00	\$55.00	GST Inc.	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Towage Fees	Full Recovery+10%	1/07/2019	\$0.00	\$0.00	GST Inc.	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Storage Fee - Motor Vehicle	Per part or full day	1/07/2015	\$20.00	\$20.00	GST Inc.	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Storage Fee - Other Goods	Per sqm Per part or full day, max \$20/day	1/07/2015	\$2.00	\$2.00	GST Inc.	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Impounding Fee (Abandoned Shopping Trolleys)		1/07/2015	\$75.00	\$75.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Installation of firebreak - residential lot	Full Recovery+10%	1/07/2015	\$0.00	\$0.00	GST Inc.	Local Law Relating to Firebreaks
Impounding of illegal signs		1/07/2015	\$120.00	\$120.00	No GST	Activities in Thoroughfares, Public Places and Trading Local Law 2014
Parking Penalties						
Unauthorised use of alternative method of payment		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to pay appropriate fee when demanded		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to obtain a valid parking session in a parking station by any form of permitted payment, including through a parking app		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to obtain an entrance ticket from a pay station or pay the appropriate fee prior to departure from a parking station		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to commence or keep active a parking session on a parking app in a parking station		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Obtaining multiple parking tickets or commencing multiple parking sessions to extend initial fee free period		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Moving a vehicle within a parking station to extend initial fee free period		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Exiting and returning to a parking station to extend initial fee free period		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Parking in a parking station for more than the maximum period		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Returning to a parking station within 1 hour		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking in a no stopping or no parking area in a parking station		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking in a parking station during a prohibited period		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking in a parking space set aside for a different class of vehicle in a parking station		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking in a parking space set aside for a different class of person in a parking station		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Obstructing an entrance, exit or access way in a parking station		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking across a footpath or place of refuge for pedestrians in a parking station		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Parking outside a parking space in a parking station		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Failing to display unexpired parking ticket in a parking station or valid parking session by any form of permitted payment, including through a parking app		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Driving in the wrong direction in a parking station		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking in a parking space which is already occupied by another vehicle		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Engaging in unauthorised activities in a parking station		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to pay appropriate fee to a parking meter, beyond a period of free parking		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to obtain parking ticket from ticket issuing machine in metered zone or valid parking session by any form of permitted payment, including through a parking app		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to commence or keep active a parking session on a parking app in a metered zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Obtaining multiple parking tickets or commencing multiple parking sessions in a metered zone to extend initial fee free period		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Moving a vehicle within a metered zone to extend initial fee free period		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Exiting and returning to a metered zone to extend initial fee free period		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Parking in a metered zone for more than the maximum period		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Returning to a metered zone within 1 hour		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking in a no parking or no stopping area in a metered zone		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking in a metered zone during a prohibited period		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking in a metered space set aside for a different class of person in a metered zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking in a metered space set aside for a different class of vehicle in a metered zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking in a metered space which is already occupied by another vehicle		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Failure to park parallel and as close to the kerb as practicable in a metered space in a metered zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking outside a metered space in a metered zone		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Failure to pay appropriate fee for each metered space occupied		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failing to display unexpired parking ticket in a metered zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Failure to comply with conditions of approval for a parking permit		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Continuing to use or display an invalid parking permit		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to notify local government in writing that person is no longer eligible for a permit		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to display a valid permit in an area designated for "Authorised Vehicles Only"		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to comply with conditions of approval for a work zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Unauthorised stopping or parking in a work zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to comply with conditions of approval for event parking approval		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking in an area subject to temporary parking restrictions		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking on private land without consent or contrary to consent		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking on a reserve		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking a heavy or bulky vehicle on a thoroughfare for more than 4 hours		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking a heavy or bulky vehicle on a thoroughfare for the purposes of repairing, servicing or cleaning that vehicle		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking an overlength vehicle on a carriageway for more than 1 hour during any 24 hour period		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking a vehicle, other than an on-demand vehicle, in a taxi zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking a vehicle, other than a public bus or permitted bus, in a bus zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking a vehicle, other than a public bus or an on-demand vehicle, in a bus lane, transit lane or bicycle lane		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Unauthorised stopping or parking in a shared zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Unauthorised stopping or parking in a loading zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking contrary to a sign in a parking zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking a vehicle so as to obstruct a public place		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Parked in excess of 24 hours		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking in a no stopping or no parking area on a thoroughfare		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking on a thoroughfare during a prohibited period		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking on a thoroughfare set aside for a different class of vehicle		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking on a thoroughfare set aside for a different class of person		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking contrary to a continuous yellow edge line		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Parking outside a parking space on a thoroughfare		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking in a parking space on a thoroughfare which is already occupied by another vehicle		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Parking on a thoroughfare for more than the maximum period		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking a vehicle, other than a motorcycle without a sidecar or trailer, in a motorcycle stall		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to park parallel and as close to the kerb as practicable on a thoroughfare marked with parking spaces		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking facing oncoming traffic on a thoroughfare marked with parking spaces		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to park parallel and as close to the left boundary as practicable on a two-way carriageway not marked with parking spaces		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking facing oncoming traffic on a two-way carriageway not marked with parking spaces		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to park parallel and as close to the left boundary as practicable on a one-way carriageway not marked with parking spaces		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking facing oncoming traffic on a one-way carriageway not marked with parking spaces		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Failure to leave at least 3 metres between the vehicle and the farther boundary of carriageway or a continuous dividing line, dividing strip, median strip or other vehicle		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking within one metre of another vehicle		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking in a way that obstructs another vehicle on the carriageway		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking on or across a median strip or painted island		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Failure to park at 45 degrees where angled parking applies		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking within 1 metre of a fire hydrant or fire plug		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking within 3 metres of a public post box or mail zone		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking on a verge contrary to a sign		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking on a verge without consent		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Double parking on a carriageway		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking within 20 metres of the approach side, or within 10 metres of the departure side of a bus stop		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Unauthorised stopping or parking in a bus stop		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking within 20 metres of the approach side, or within 10 metres of the departure side, of a pedestrian or children's crossing		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking contrary to keep clear marking		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Returning to a thoroughfare within 1 hour		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Exposing a vehicle for sale on a thoroughfare		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking an unlicensed vehicle on a thoroughfare		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking an unattached trailer or caravan on a thoroughfare		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking on a thoroughfare for the purposes of repairing the vehicle		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking in front of, or denying reasonable access to, or egress from, a right of way, crossover, passage or driveway		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking on an intersection		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking within 20 metres of an intersection with traffic control signals		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking within 10 metres of an intersection not controlled by traffic control signals		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking alongside a traffic obstruction		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Stopping or parking across a footpath or place of refuge for pedestrians		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking at the side of carriageway marked with a continuous yellow edge line		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking in front of a crossing used by pedestrians to gain access to or from a path		2/01/2024	\$110.00	\$110.00	No GST	Parking Local Law 2023
Stopping or parking a vehicle, other than a registered plug-in electric vehicle, in an electric vehicle charging station		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Stopping or parking a plug-in electric vehicle in an electric vehicle charging station when the vehicle is not in the process of charging		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Parking for longer than 2 continuous hours in an electric vehicle parking station		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Impersonating an authorised officer		2/01/2024	\$250.00	\$250.00	No GST	Parking Local Law 2023
Failure to remove vehicle when directed by authorised person to move it		2/01/2024	\$250.00	\$250.00	No GST	Parking Local Law 2023
Removing mark of authorised person		2/01/2024	\$250.00	\$250.00	No GST	Parking Local Law 2023
Affixing things to, altering, defacing or misusing parking facilities or associated infrastructure		2/01/2024	\$250.00	\$250.00	No GST	Parking Local Law 2023
Obstructing the operation of, interfering, damaging or removing parking facilities or associated infrastructure		2/01/2024	\$500.00	\$500.00	No GST	Parking Local Law 2023
Placing, marking or erecting unauthorised signs		2/01/2024	\$250.00	\$250.00	No GST	Parking Local Law 2023
Contravening a direction on a sign		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Unlawfully removing a notice placed on a vehicle		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
Providing false information or details when using a ticket issuing machine or parking app		2/01/2024	\$100.00	\$100.00	No GST	Parking Local Law 2023
All other offences not specified		2/01/2024	\$90.00	\$90.00	No GST	Parking Local Law 2023
Animal Control/Impoundment						
Release of impounded registered dog during pound hours		1/07/2015	\$65.00	\$65.00	No GST	Local Law Relating to Dogs
Release of impounded registered dog outside of pound hours		1/07/2015	\$100.00	\$100.00	No GST	Local Law Relating to Dogs
Release of impounded unregistered dog outside of pound hours		1/07/2015	\$150.00	\$150.00	No GST	Local Law Relating to Dogs
Release of impounded unregistered dog during pound hours		1/07/2015	\$95.00	\$95.00	No GST	Local Law Relating to Dogs
Euthanasia for a dog		1/07/2015	\$238.00	\$238.00	GST Inc.	Local Law Relating to Dogs
Sustenance & Maintenance of a dog in a pound	Per day	1/07/2015	\$20.00	\$20.00	No GST	Local Law Relating to Dogs
Licence to keep approved kennel establishment	Initial fee	1/07/2015	\$100.00	\$100.00	No GST	Local Law Relating to Dogs
Renewal licence to keep approved kennel establishment	Per year	1/07/2015	\$60.00	\$60.00	No GST	Local Law Relating to Dogs
Property inspection fee - Housed Dangerous Dog	Per year	1/07/2024	\$0.00	\$100.00	No GST	Local Law Relating to Dogs
Property inspection fee - Application to keep more than prescribed number of dogs	Per year	1/07/2024	\$0.00	\$100.00	No GST	Local Law Relating to Dogs
Release of impounded cat		1/07/2015	\$50.00	\$50.00	No GST	Cat Act 2011
Sustenance and pound cost of impounded cat	Per day	1/07/2015	\$25.00	\$25.00	No GST	Cat Act 2011
Licence to breed cats	Initial fee	1/07/2024	\$0.00	\$100.00	No GST	Cat Act 2011
Renewal licence to breed cats	Per year	1/07/2024	\$0.00	\$100.00	No GST	Cat Act 2011
Property inspection fee - Cat Breeder premises	Per year	1/07/2024	\$0.00	\$100.00	No GST	Cat Act 2011
Property inspection fee - Application to keep more than the prescribed number of cats	Per year	1/07/2024	\$0.00	\$100.00	No GST	Cat Act 2011
Animal Penalties						
Permitting a dog to be in a prohibited area		1/07/2015	\$200.00	\$200.00	No GST	Local Law Relating to Dogs
Failure to remove dog excreta		1/07/2015	\$200.00	\$200.00	No GST	Local Law Relating to Dogs
Attempting to or causing the unauthorised release of a dog from a pound		1/07/2015	\$200.00	\$200.00	No GST	Local Law Relating to Dogs
Attempting to or causing the unauthorised release of a dog from a pound (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Local Law Relating to Dogs
Interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs		1/07/2015	\$200.00	\$200.00	No GST	Local Law Relating to Dogs
Failing to provide means for effectively confining a dog		1/07/2015	\$50.00	\$50.00	No GST	Local Law Relating to Dogs
Failing to provide means for effectively confining a dog (Dangerous Dog)		1/07/2015	\$200.00	\$200.00	No GST	Local Law Relating to Dogs
Keeping more than the prescribed number of dogs without relevant approval		1/07/2015	\$100.00	\$100.00	No GST	Local Law Relating to Dogs
Failing to comply with the conditions of a licence		1/07/2015	\$100.00	\$100.00	No GST	Local Law Relating to Dogs
Failing to comply with the conditions of a licence (Dangerous Dog)		1/07/2015	\$200.00	\$200.00	No GST	Local Law Relating to Dogs
Dog in place from which prohibited absolutely		1/07/2015	\$100.00	\$100.00	No GST	Local Law Relating to Dogs
Dog in place from which prohibited absolutely (Dangerous Dog)		1/07/2015	\$200.00	\$200.00	No GST	Local Law Relating to Dogs
Dog excreting in prohibited place		1/07/2015	\$100.00	\$100.00	No GST	Local Law Relating to Dogs
Unregistered Dog		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Unregistered Dog (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify local government of new owner		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Registration tag, certificate offences		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Registration tag, certificate offences (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Unlawful application of sterilisation tattoo		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Failure to ensure dog microchipped		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to ensure dog microchipped (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify local government of microchip details		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Removing, interfering with, dog's microchip		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Transfer of ownership of unmicrochipped dog		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify microchip database company of new owner		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify local government, microchip database company of information changes		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Breach of kennel establishment licence		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog not wearing collar with attached registration tag		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog not held or tethered in public place or dog in specified public place at prohibited time		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog in exercise areas, rural areas offence		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Greyhound not muzzled		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog in place without consent		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog in place without consent (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog attack or chase causing physical injury		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog attack or chase causing no physical injury		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dog attack or chase causing no physical injury (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog not wearing prescribed collar with prescribed information		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Not complying with Dangerous Dog enclosure requirement		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Not complying with commercial security dog requirements		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Warning signs about Dangerous Dogs not displayed		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog not muzzled		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog not held or tethered		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog not controlled by capable person		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog in prohibited place		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog (restricted breed) not sterilised		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog (restricted breed) or pup advertised		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog (restricted breed) or pup sold		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog (restricted breed) or pup transferred		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Buying or accepting ownership of Dangerous Dog (restricted breed) or pup		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Breeding, or breeding from, Dangerous Dog (restricted breed)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Dangerous Dog (declared) sold or transferred to under 18 year old		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify person of responsibilities under Part VI Div. 2		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify local government of a Dangerous Dog event		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify new local government that Dangerous Dog kept in its district		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to provide a notice to new owner about a Dangerous Dog (declared)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to provide written notice to new owner about a Dangerous Dog (restricted breed) or Dangerous Dog (commercial security dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to notify local government of Dangerous Dog's new district or death		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to comply with a nuisance dog order		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to comply with a nuisance dog order (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to produce document when so required		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to produce document when so required (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to give name, date of birth or address on demand		1/07/2015	\$200.00	\$200.00	No GST	Dog Act 1976 / Dog Regulations 2013
Failure to give name, date of birth or address on demand (Dangerous Dog)		1/07/2015	\$400.00	\$400.00	No GST	Dog Act 1976 / Dog Regulations 2013
Unregistered cat		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Failure to ensure cat is wearing its registration tag in public		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Removing, or interfering with, a cat's registration tag		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Failure to ensure cat is microchipped		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Removing, or interfering with, a cat's microchip		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Failure to ensure cat is sterilised		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Identifying a cat as sterilised that is not		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Transfer if a cat that is not microchipped (and is not exempt)		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Transfer of a cat that is not sterilised (and is not exempt)		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Failure to notify local government or microchip database company of a new owner		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Failure to notify local government or microchip database company of a change of details		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Breeding cats, not being an approved cat breeder		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Cats not to be offered as prizes		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Refusal by alleged offender to give information on request		1/07/2015	\$200.00	\$200.00	No GST	Cat Act 2011 / Cat Regulations 2012
Cat causing a nuisance		1/07/2024	\$0.00	\$200.00	No GST	Cat Act 2011 / Cat Local Law 2024
Cat within prohibited area		1/07/2024	\$0.00	\$200.00	No GST	Cat Act 2011 / Cat Local Law 2025
Keeping more than prescribed number of cats without a permit		1/07/2024	\$0.00	\$200.00	No GST	Cat Act 2011 / Cat Local Law 2026
Breach of a condition of a permit		1/07/2024	\$0.00	\$200.00	No GST	Cat Act 2011 / Cat Local Law 2027
Failure to produce permit to authorised person when demanded		1/07/2024	\$0.00	\$200.00	No GST	Cat Act 2011 / Cat Local Law 2028
Bushfire Penalties						
Failure of owner/occupier to install a firebreak		1/07/2015	\$250.00	\$250.00	No GST	Bushfire Act 1954 / Bushfire Regulations 1978
Offences relating to lighting of fires		10/01/2003	\$250.00	\$250.00	No GST	Bushfire Act 1954 / Bushfire Regulations 1978
Failure to carry out directions of Bush Fire Control Officer		10/01/2003	\$250.00	\$250.00	No GST	Bushfire Act 1954 / Bushfire Regulations 1978
Failure to state name and address when requested		10/01/2003	\$250.00	\$250.00	No GST	Bushfire Act 1954 / Bushfire Regulations 1978
Disposal of cigarettes, cigars and matches		14/01/2013	\$100.00	\$100.00	No GST	Bushfire Act 1954 / Bushfire Regulations 1978
Litter Penalties						
Littering creating public risk		9/01/2004	\$500.00	\$500.00	No GST	Litter Act 1979 / Litter Regulations 1981
Littering - any other litter		9/01/2004	\$200.00	\$200.00	No GST	Litter Act 1979 / Litter Regulations 1981
Breaking glass, metal or earthenware		9/01/2004	\$500.00	\$500.00	No GST	Litter Act 1979 / Litter Regulations 1981
Bill posting		9/01/2004	\$200.00	\$200.00	No GST	Litter Act 1979 / Litter Regulations 1981
Bill posting on vehicle		9/01/2004	\$200.00	\$200.00	No GST	Litter Act 1979 / Litter Regulations 1981
Depositing domestic or commercial waste in public litter receptacle		9/01/2004	\$200.00	\$200.00	No GST	Litter Act 1979 / Litter Regulations 1981
Transporting load inadequately secured		9/01/2004	\$200.00	\$200.00	No GST	Litter Act 1979 / Litter Regulations 1981

SECURITY SERVICES

Fee Description	Unit of Cost%	Effective Date	Prior Year Rate 23-24	New Year Rate 24-25	GST	Narration/Ref
Property Surveillance and Security Charge		1/07/2024	\$58.75	\$62.00	No GST	Section 6.38(1) of the Local Government Act 1995, Regulation 54(a) of the Local Government (Financial Management) Regulations 1996
Alarm Responses						
Call out including first 20 minutes on site		1/07/2022	\$60.00	\$60.00	GST Inc.	Local Law(D) Section 6.16 of the Local Government Act 1995
Greater than 20 minutes on site		1/07/2022	\$80.00	\$80.00	GST Inc.	Local Law(D) Section 6.16 of the Local Government Act 1995
Unsecuring Building						
First 20 minutes on site		1/07/2022	\$60.00	\$60.00	GST Inc.	Local Law(D) Section 6.16 of the Local Government Act 1995
Greater than 20 minutes on site		1/07/2022	\$80.00	\$80.00	GST Inc.	Local Law(D) Section 6.16 of the Local Government Act 1995
Unlock / Lock of Building		1/07/2022	\$60.00	\$60.00	GST Inc.	Local Law(D) Section 6.16 of the Local Government Act 1995

Proposed Capital Works Program

Annual Budget: 2024-2025



as at 30-May-2024

Project Code	Project Description	Project Narration	Suburb	Budget Estimates			Renewal/Upgrade & New			G	H
				A	B	C	D	E	F		
				Expenditure \$	Income \$	Net Cost \$ 2024-2025	Renewal Net Cost \$	Upgrade & New Net Cost \$	Net Cost \$ 2024-2025	Estimated Net spend in subsequent years \$	Forecast Overall Net Cost of Project \$ (F + G + net spend in previous years)
BUILDINGS											
Potential Projects											
BLD06277	4 Hickey Street - Building Refurbishment	Complete renewal of internal fitout and external components due to long term tenants ending lease	Booragoon	200,000	0	200,000	200,000	0	200,000		200,000
BCR04479	Aircon Renewal Program 24-25	AC Replacement Program - Replacing aged assets at various sites including Applecross Tennis, Atwell House, 6 Hickey & Operations Centre	Various	80,000	0	80,000	80,000	0	80,000		80,000
BCR04483	Asbestos Removal 24-25	Removal of asbestos to buildings as identified in Asbestos Registers and Asbestos Management Plan	Various	150,000	0	150,000	150,000	0	150,000		150,000
BLD06299	Atwell Gallery	Design for redevelopment of Atwell House and Atwell Gallery to meet current and future community needs, dependent on grant funding	Various	50,000	0	50,000	0	50,000	50,000	2,100,000	2,150,000
BCR05803	Bateman Kids are Kids - Bathroom Fitout	Bateman Kids are Kids - Bathroom Fitout	Bateman	50,420	0	50,420	50,420	0	50,420		50,420
BLD05828	Blue Gum Community Ctr Redevelopment	Continuation of funding for Construction for Blue Gum Community Centre Redevelopment. Includes nature play area	Mount Pleasant	1,500,000	0	1,500,000	300,000	1,200,000	1,500,000	885,200	2,788,492
BCR04527	Building Audit Renewal 24-25	Building renewal as per Inspection and Audit program	Various	150,000	0	150,000	150,000	0	150,000		150,000
BLD06231	Changeroom Upgrade - Alan Edwards St 1	Stage 1 - Concept Design options for changeroom upgrade at Alan Edwards Reserve, Kardinya	Kardinya	30,000	0	30,000	0	30,000	30,000		30,000
BLD05829	Changeroom Upgrade - Beasley Reserve	Detailed design for changeroom upgrade at Beasley Reserve, Leeming	Leeming	80,000	0	80,000	0	80,000	80,000	1,325,000	1,405,000
BLD05830	Changeroom Upgrade - Karoonda Reserve	Construction for changeroom upgrade at Karoonda Reserve, Booragoon. Estimate only (ARIS), final cost TBC	Booragoon	796,594	0	796,594	0	796,594	796,594		884,594
BLD05831	Changeroom Upgrade - Len Shearer	Continuation of funding for renewal of existing changerooms. Construction of new storage and clubroom at Len Shearer Reserve	Booragoon	2,000,000	0	2,000,000	0	2,000,000	2,000,000	401,929	2,632,050
BLD05832	Changeroom Upgrade - Morris Buzacott	Continuation of funding for Construction for changeroom upgrade at Morris Buzacott Football/Kardinya Sports Association	Kardinya	528,000	0	528,000	0	528,000	528,000	700,000	1,550,414
BLD05833	Changeroom Upgrade - Peter Ellis	Construction for changeroom upgrade at Peter Ellis Reserve, Leeming. Estimate only (ARIS), final cost TBC	Leeming	333,228	0	333,228	0	333,228	333,228		405,228
BLD05835	Changeroom Upgrade - Troy Park	Construction for changeroom upgrade at Troy Park, Attadale. (Estimate only based on the potential of a new building similar to Len Shearer). Options still being assessed pending concept designs for refurb and new build as well as First Nations Engagement	Attadale	1,000,000	0	1,000,000	0	1,000,000	1,000,000	2,800,000	3,886,000
BLD05836	Changeroom Upgrade - Winnacott Reserve	Detailed design for changeroom upgrade at Winnacott Reserve, Willagee	Willagee	80,000	0	80,000	0	80,000	80,000	1,280,000	1,360,000
BCR05998	Civic Centre - Balcony Waterproofing	Melville Civic Centre - Second floor balcony waterproofing Stage 1. Floor membrane replacement, asbestos removal & wall repairs. Causing internal leaks to ceilings and walls. Requires architectural design in 24-25 and project funding in 25-26	Applecross	50,000	0	50,000	50,000	0	50,000		50,000
BCR05837	Civic Centre HVAC Replacement	Continuation of funding for Construction of replacement chiller compound to accommodate Westfield Booragoon redevelopment, and replacement of HVAC equipment	Booragoon	1,928,920	0	1,928,920	1,928,920	0	1,928,920		4,822,000
BLD06249	Civic Centre SMSB Upgrade	Replacement of Site Main Switch Board to Civic Centre to accommodate new PVDB and future sustainability projects e.g. EV Chargers, Batteries etc. Potential Western power supply upgrade required. Existing SMSB does not meet current standards	Booragoon	200,000	0	200,000	200,000	0	200,000		200,000
BCR06138	Disconnection of Gas Services - Stage 1	Replacement of gas services across various buildings. Remove HWS and appliances that can be switched to electric plus disconnection of Gas accounts	Booragoon	50,000	0	50,000	50,000	0	50,000		50,000
BCR04495	Distribution Board Renewal 24-25	DB renewal program. Replace old DBs and meters with new standard. Potential sites include Applecross Tennis Club, Leeming French School	Various	60,000	0	60,000	60,000	0	60,000		60,000
BCR04487	Floor Sanding Program 24-25	Sand and seal hardwood/ parquetry floors to various sites. Sites include LeisureFit Melville, Blue Gum and various halls	Various	50,000	0	50,000	50,000	0	50,000		50,000
BLD06300	Forbes Canning Bridge	New library and community space fitout	Various	60,000	0	60,000	0	60,000	60,000		60,000

Project Code	Project Description	Project Narration	Suburb	A Expenditure \$	B Income \$	C Net Cost \$ 2024-2025	D Renewal Net Cost \$	E Upgrade &New Net Cost \$	F Net Cost \$ 2024-2025	G Estimated Net spend in subsequent years \$	H Forecast Overall Net Cost of Project \$ (F + G + net spend in previous years)
BCR06139	Heathcote Mandoon Helena - AC & Toilet	Install air conditioning to new fitout hire space and upgrade toilet facilities at entrance toilet	Applecross	40,000	0	40,000	40,000	0	40,000		40,000
BCR04491	Hot Water System Replacements 24-25	Hot water system replacement program. Replace aged assets and where applicable swap Gas systems to Electric	Various	35,000	0	35,000	35,000	0	35,000		35,000
BCR05842	LeisureFit Booragoon - Refurb (Construct)	Remainder of funding for Construction associated with Replacement Leisure pool and refurbishment of existing 50m pool. Includes improved change/toilet facilities, replacement HVAC system and improved disability access	Booragoon	3,120,000	0	3,120,000	2,808,000	312,000	3,120,000		12,162,565
BCR06169	LeisureFit Booragoon- Health Lounge HVAC	LeisureFit Booragoon Health Lounge / Spa Room HVAC renewal - Replacement of corroded AHU 4, ducting and vents	Booragoon	50,420	0	50,420	50,420	0	50,420		50,420
BLD04839	New Library Cultural Centre - Design	Continuation of funding for Stage 2 Detailed Design of New Library Cultural Centre. Pending confirmation of Westfield's plans. Includes \$500k Quarantined funds	Booragoon	2,400,300	0	2,400,300	0	2,400,300	2,400,300	53,599,700	57,200,000
BCR06168	Operations Centre - Flooring Renewal	Operations Centre - Flooring renewal to various areas	Murdoch	30,420	0	30,420	30,420	0	30,420		30,420
BLD05839	Operations Centre - Office Refurbishment	Continuation of Construction funding for office refurbishment works to Operations Centre to increase seating capacity	Murdoch	246,000	0	246,000	246,000	0	246,000	500,000	850,000
BCR06260	Piney Lakes EEC Refurbishment - Design	SCA013. A Needs Assessment for refurbishment of PLEEC has been undertaken. This project is to undertake a design and provide a QS estimate for a future business case	Various	100,000	0	100,000	100,000	0	100,000	1,800,000	1,900,000
ART05618	Provision for Public Art 24-25	Placeholder project - Public art to the value of 1% of cost of development to be provided for all buildings undergoing construction/alterations/extensions, where cost of development exceeds \$2m, as per LPP 1.4. Creation of specific projects pending	Various	160,000	0	160,000	0	160,000	160,000		160,000
BCR04523	Public Toilet Renewal Program 24-25	Public toilet renewals at Bicton Quarantine, Deep Water Point, Heathcote and Point Walter Reserve	Not Applicable	527,540	0	527,540	527,540	0	527,540		527,540
BLD06261	Renewable Energy Projects	Following completion of Murdoch zero emissions project, this will inform the Renewable Energy Projects which will consist of PV, Battery energy storage systems and electric vehicle charging infrastructure	Various	500,000	-319,910	180,090	0	180,090	180,090		180,090
BCR05581	Roof Renewal - Leeming Recreation Centre	Construction funding for Renewal works for roof, HVAC and electrical system at Leeming Recreation Centre	Leeming	2,000,000	0	2,000,000	2,000,000	0	2,000,000	2,957,200	5,211,800
BCR04507	Roof Renewal - Various Buildings 24-25	Major roof and stormwater renewal identified by contractors while undertaking maintenance works. Sites tbc	Various	45,000	0	45,000	45,000	0	45,000		45,000
BCR04499	Sewerage Line Renewal 24-25	Sewerage line renewal/replacements identified as a result of blockages. Sites tbc	Various	50,000	0	50,000	50,000	0	50,000		50,000
BLD05841	Solar PV Rollout Program 24-25	Continuation of Rollout program of Solar PV installations on City buildings. Placeholder project pending confirmation from Manager Sustainability and Climate Action	Various	100,000	-65,000	35,000	0	35,000	35,000		35,000
BLD05840	Southside BMX Facilities	Continuation of funding for Construction for Southside BMX Facilities at Bob Gordon Reserve as per Business Case	Bull Creek	830,347	-300,000	530,347	0	530,347	530,347		624,000
BLD05691	Tompkins Park Redevelopment 3B (Construc	Funding for Tompkins Park Stage 3B Construction: Various external upgrade works at Tompkins Park. Subject to endorsement by Council. (Design - BLD05056).	Alfred Cove	1,000,000	0	1,000,000	500,000	500,000	1,000,000		7,061,351
BLD06250	Zero Emission Project - Battery (BESS)	Supply and install solar PV and battery systems across multiple facilities within the City. Based on the Zero Emissions Project undertaken by Murdoch University. Possible additional funding may be procured from the Community Energy Upgrade Fund	Various	200,000	-130,000	70,000	0	70,000	70,000		70,000
Sub Total - BUILDINGS				20,862,189	-814,910	20,047,279	9,701,720	10,345,559	20,047,279	68,349,029	109,247,384

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DRAINAGE											
Potential Projects											
SWD05818	39 Aurelian St, Palmyra - Drainage	Regrading of path and crossover to address flooding of private property. (Linked to Design Project SWD05711) - CONSTRUCTION ONLY	Palmyra	15,000	0	15,000	0	15,000	15,000		15,000
SWD05820	87 Aurelian St, Palmyra - Drainage	Install new drainage infiltration system opposite 87 Aurelian St, Palmyra to address incidents of flooding from the roadway. (Linked to Design Project SWD05715) - CONSTRUCTION ONLY	Palmyra	25,000	0	25,000	0	25,000	25,000		25,000
SWD05819	Arkwell St Drainage Upgrade, Willagee	Upgrade and extend existing drainage system to reduce on-street run-off and prevent flooding of private properties. (Linked to Design Project SWD05709) - CONSTRUCTION ONLY	Willagee	60,000	0	60,000	0	60,000	60,000		60,000
SWD05822	Boyd Street Drainage Upgrade - Stage 1	Upgrading of existing drainage system due to resident complaint of heavy stormwater discharge from the side entry pit at the corner of Boyd St and Hope Rd. (Linked to Design Project SWD05793) - CONSTRUCTION ONLY	Palmyra	80,000	0	80,000	0	80,000	80,000		80,000
SWD05817	Canning Hwy Service Rd Parking Drainage	Opposite 523 & 525 Canning Hwy - minor drainage installation within existing parking area to eliminate on-street flooding. (Linked to SWD05714) - CONSTRUCTION ONLY	Melville	40,000	0	40,000	40,000	0	40,000		40,000
SWD05657	City Wide Minor Design 24-25 (P)	Drainage funding to address unforeseen or emergency drainage designs to existing infrastructure based on reported incidents	Various	35,000	0	35,000	35,000	0	35,000		35,000
SWD04095	City Wide Minor Drainage 24-25 (P)	Drainage funding to address unforeseen or emergency drainage renewals to existing infrastructure based on reported incidents	Various	125,000	0	125,000	125,000	0	125,000		125,000
SWD06275	Drainage Asset Renewal	Drainage Asset Renewal to pits, pipes, pumps and sumps etc.	Various	505,000	0	505,000	505,000	0	505,000		505,000
SWD05224	Gully Infill Program Ongoing 24-25 (P)	Various areas, i.e. Mt Pleasant, Bicton and Attadale etc.	Various	400,000	0	400,000	0	400,000	400,000		400,000
SWD04104	Gully Renewal 24-25	Renewal of gully pits	Various	100,000	0	100,000	100,000	0	100,000		100,000
SWD05821	Honour Avenue Drainage Control	Installation of new drainage side entry pits on Honour Ave and infiltration devices north of speed hump to the first lower carpark area. (Linked to SWD05773 Design Project) - CONSTRUCTION ONLY	Bicton	110,000	0	110,000	0	110,000	110,000		110,000
SWD04100	Pipe Relining 24-25 (P)	Pipe Relining as identified from the Pipe Inspection Surveys	Various	500,000	0	500,000	500,000	0	500,000		500,000
SWD05805	South St PAW to Sexton Court	Construction Only - Pedestrian Access Way - South Street to Sexton Court. Improve drainage issues, construct swale. In conjunction with PRN05590	Kardinya	25,600	0	25,600	0	25,600	25,600		25,600
SWD04118	Stormwater AMP Implementation 24-25 (P)	Stormwater Asset Management Plan Implementation - Review of various locations identified in the systems review plan for potential inundation. Design, Investigations or Implementation	Various	60,000	0	60,000	60,000	0	60,000		60,000
SWD04108	Sump Fence Renewal 24-25 (P)	Renewal of fencing around sumps, potentially with art work and graffiti coating	Various	150,000	0	150,000	150,000	0	150,000		150,000
SWD00982	Sump Upgrade - Landscape	Frontage planting renewal staged upgrade	Various	50,000	0	50,000	35,000	15,000	50,000		50,000
Sub Total - DRAINAGE				2,280,600	0	2,280,600	1,550,000	730,600	2,280,600	0	2,280,600
ENVIRONMENTAL											
Potential Projects											
ENV05153	Foreshore Restoration Program 24-25 (P)	Projects as per Foreshore Management Plan/s	Various	700,000	-320,000	380,000	380,000	0	380,000		380,000
ENV06200	Melville Bird Sanctuary 24-25	Various works identified from Attadale Alfred Cove Foreshore Masterplan for the Melville Bird Sanctuary	Attadale	25,000	0	25,000	5,000	20,000	25,000		25,000
ENV06209	Attadale Foreshore Boardwalk	New Boardwalk and foreshore path removal as part of the Attadale Alfred Cove Foreshore Masterplan (part DBCA funded)	Various	677,569	-150,000	527,569	105,514	422,055	527,569		527,569
Sub Total - ENVIRONMENTAL				1,402,569	-470,000	932,569	490,514	442,055	932,569	0	932,569
JETTIES, BOARDWALKS & RIVERWALLS											
Potential Projects											
JET05824	Majestic Boardwalk (Construction)	Continuation of funding for Construction for Majestic Close Boardwalk as per structural investigation	Applecross	874,000	0	874,000	874,000	0	874,000		1,098,000
Sub Total - JETTIES, BOARDWALKS & RIVERWALLS				874,000	0	874,000	874,000	0	874,000	0	1,098,000

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IRRIGATION											
Potential Projects											
IRR04574	Irrigation Renewal Program 24-25 (P)	Various irrigation and bore renewal Projects Identified	Various	1,200,000	0	1,200,000	1,200,000	0	1,200,000		1,200,000
Sub Total - IRRIGATION				1,200,000	0	1,200,000	1,200,000	0	1,200,000	0	1,200,000
LIGHTING											
Potential Projects											
LIG04122	Active Reserve Floodlighting 24-25	Installation of Flood lighting to CoM active reserves in response to SPARS report and as identified in LTFP	Various	150,000	0	150,000	0	150,000	150,000		150,000
LIG06263	Carpark, Crossing Lighting 24-25 (P)	Upgrade/ New lighting in Carparks, for pedestrian crossovers and other traffic lighting	Various	75,000	0	75,000	75,000	0	75,000		75,000
LIG05145	Lighting - New PAW 24-25 (P)	Parent for Minor new Capital Lighting 24-25 - Public Access Way etc.	Various	50,000	0	50,000	0	50,000	50,000		50,000
LIG04596	Lighting Public Open Space 24-25 (Design)	Design Only - Renewal of CoM-owned lights within public open space to retain Whole of space integrity	Various	15,000	0	15,000	13,500	1,500	15,000		15,000
LIG05879	The Esplanade Lighting Renewal 24-25	Continuation of funding for Light poles too near and/or under water along Esplanade Foreshore area. Requires redesign and replaced/re-established with new lighting system	Various	125,000	0	125,000	125,000	0	125,000	400,000	600,000
Sub Total - LIGHTING				415,000	0	415,000	213,500	201,500	415,000	400,000	890,000
PARKS/FORESHORES											
Potential Projects											
PIM06151	Attadale Alfred Cove Foreshore 24-25 (P)	Parent for 24-25 Staged implementation of the approved Attadale Alfred Cove Foreshore Masterplan	Alfred Cove	300,000	0	300,000	120,000	180,000	300,000		300,000
PIM00834	Goolugatup Heathcote Lower Development	Continued progression of the redevelopment of this section of land. Includes Phase 2 Yarning Circle (LRCI4 funded)	Applecross	1,500,000	-744,218	755,782	604,626	151,156	755,782	2,000,000	3,655,466
PIM04590	Lake and Water Body Renewal 24-25	Improve the water quality and aesthetics of lakes, including water sensitive urban design principles (WSUD), planting, swales, removal of weed species etc.	Not Applicable	50,000	0	50,000	50,000	0	50,000		50,000
PIM02039	NAPS Furniture Renewal 24-25 (P)	Various Park furniture renewal as per asset data	Various	100,000	0	100,000	100,000	0	100,000		100,000
PIM01909	NAPS Structures Renewal Program 24-25(P)	Various Park structures renewal as per asset data	Various	215,000	0	215,000	172,000	43,000	215,000		215,000
PIM06222	Park Level of Service Modification 24-25	Modification of public open space assets to align with hierarchy	Various	150,000	0	150,000	0	150,000	150,000		150,000
PIM04629	Point Walter Golf Course Upgrade Staged	Point Walter Golf Course - staged upgrade. Implementation of master plan/scheduled renewal etc.	Bicton	75,000	0	75,000	75,000	0	75,000		75,000
PIM06152	Sporting infrastructure Renewal 24-25	Various sporting infrastructure based on audit and ARIS requirements	Various	200,000	0	200,000	200,000	0	200,000		200,000
VS05344	Stair & Bridge Remediation Project - Y3	Stair, Bridge & Platform remediation project - Stage 3	Various	200,000	0	200,000	200,000	0	200,000		200,000
PIM05823	Webber Reserve Redevelopment	Continuation of funding for Construction (implementation) of the masterplan outcomes as identified through ARIS	Willagee	772,484	0	772,484	193,121	579,363	772,484		1,777,000
PIM03817	Whole of Park Renewal 24-25 (P)	Renewal of turf, drainage, planting, seating as required to bring entire park up to current fit-for-use public open space	Various	165,000	0	165,000	165,000	0	165,000		165,000
PIM06147	WIP Open Space Design 24-25	Design allocation for future projects - Works in progress	Various	20,000	0	20,000	20,000	0	20,000		20,000
Sub Total - PARKS/FORESHORES				3,747,484	-744,218	3,003,266	1,899,747	1,103,519	3,003,266	2,000,000	6,907,466

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STREETSCAPES & PRECINCTS											
Potential Projects											
FUR06245	Bus Shelter DDA Compliance Year 2	Bus shelter Disability Discrimination Act (DDA) compliance. Works include raising kerb to 170mm, upgrading hardstand, installing tactiles and achieving appropriate gradients to shelters located on South St, Leach Hwy & Canning Hwy; Year 2 - 13 x shelters	Various	140,000	0	140,000	140,000	0	140,000		140,000
FUR04112	Bus Shelter Program 24-25 (P)	Bus shelter program 24-25	Various	50,000	0	50,000	35,000	15,000	50,000		50,000
CCI06143	Canning Bridge Activity Centre Renewal	Ogilvie - Staged renewal/upgrade of Canning Bridge Activity Centre	Mount Pleasant	1,900,000	0	1,900,000	950,000	950,000	1,900,000		4,092,452
CCI00757	Local Activity Centre Renewal 24-25	Moreing Road - Staged renewal of local activity centres across the City	Not Applicable	250,000	0	250,000	125,000	125,000	250,000		250,000
CCI06136	Neighbourhood Activity Centre 24-25	Applecross Village (Design only) - Staged renewal of neighbourhood activity centres across the City	Not Applicable	50,000	0	50,000	50,000	0	50,000		50,000
STS06146	Placemaking and Minor Landscape	Parent for minor renewal/upgrade projects as identified throughout year	Various	20,000	0	20,000	18,000	2,000	20,000		20,000
CCI02490	Riseley Activity Centre Renewal 24-25	Kearns west - Staged renewal/upgrade of Riseley Activity Centre	Ardross	100,000	0	100,000	50,000	50,000	100,000	3,750,000	3,850,000
STS02396	Streetscape/ Landscape Renewal 24-25 (P)	Parent for minor renewal/upgrade streetscape and landscape projects as identified throughout year	Various	150,000	0	150,000	135,000	15,000	150,000		150,000
STS04583	Urban Forest Tree - New 24-25 (P)	The implementation of urban forest expansion within the City of Melville	Various	290,000	0	290,000	0	290,000	290,000		290,000
STS04579	Urban Forest Tree - Renewal 24-25 (P)	The implementation of urban forest renewal within the City of Melville - Succession and Management	Various	315,000	0	315,000	315,000	0	315,000		315,000
Sub Total - STREETSCAPES & PRECINCTS				3,265,000	0	3,265,000	1,818,000	1,447,000	3,265,000	3,750,000	9,207,452
PATHS											
Potential Projects											
CWY04087	Bike Plan Implementation Works 24-25	Bike Plan Implementation Works 24-25	Various	200,000	0	200,000	0	200,000	200,000		200,000
PRN06016	Blackwall Reach Reserve	Path Renewal - Between Kent Street Jetty and Point Walter - Stage 4	Bicton	78,819	0	78,819	78,819	0	78,819		78,819
PRN06004	Canning Highway	Path Renewal - Carrington St to Antony St - 98m length x 1.8m width	Palmyra	45,461	0	45,461	45,461	0	45,461		45,461
PRN06008	Civic Centre Car Park	Path Renewal - Civic Centre Car Park 15m concrete slab of northern main carpark	Booragoon	6,974	0	6,974	6,974	0	6,974		6,974
PAT05661	Dunvegan Road Stage 1	New Path - Tweeddale Road to Nisbet Road. (In conjunction with Road project RRH05351)	Applecross	105,076	0	105,076	0	105,076	105,076		105,076
PRN06005	Emily Main Park	Path Renewal - Emily Main Park paths x 2, 68m north to south, 149m west to east	Palmyra	100,737	0	100,737	100,737	0	100,737		100,737
PAT05193	Eng Design WIP - Paths 24-25 (P)	Eng Design-Only Projects for 2024-25 for forward planning of Footpath projects	Various	35,000	0	35,000	7,000	28,000	35,000		35,000
PAT04263	George Street - DESIGN ONLY	New path - George Street - Norma Rd to Barnard St, 180.5m length x 1.8m width - DESIGN ONLY. (Deferred from 23-24 due to deferral of related works on Doney St)	Alfred Cove	15,000	0	15,000	0	15,000	15,000		15,000
PAT05434	Gladstone Road to Hayes Road	New Path - PAW from Karel Ave to 44 Gladstone Road. 242m length x 1.8m width	Leeming	112,050	0	112,050	0	112,050	112,050		112,050
PRN05959	Goolugatup Lower to Waylen Bay Scouts	Path Renewal and upgrade - Between Goolugatup and Waylen Bay Sea Scout Group Concept Design - Business Case pending approval	Bicton	50,000	0	50,000	40,000	10,000	50,000		50,000
PRN06009	Groves Ave PAW	Path Renewal - Groves Ave to Hislop Road - 14m length	Attadale	5,796	0	5,796	5,796	0	5,796		5,796
PAT05699	Haig Road	New Path - Wichmann Road to Kingsall Road (in conjunction with RRH05356)	Attadale	44,169	0	44,169	0	44,169	44,169		44,169
PRN05800	Harry Sandon Park - Natural Area	Path Renewal - natural area walking trails 520m length x 1.4m width	Attadale	20,000	0	20,000	20,000	0	20,000		20,000
PRN06014	June Barton House	Path Renewal - June Barton House 22m length	Palmyra	10,332	0	10,332	10,332	0	10,332		10,332
PRN06006	Lou Stonham Park	Path Renewal - Lou Stonham Park - 43m length x 1.8m width (from tree towards entrance in McGregor Road)	Palmyra	19,992	0	19,992	19,992	0	19,992		19,992
PAT05787	Marcus Avenue to Marmion St	Marcus Avenue - 34 Marcus Avenue to Marmion St. 269m length x 1.8m width	Booragoon	126,567	0	126,567	0	126,567	126,567		126,567
PRN06011	Marmion Reserve	Path Renewal - Marmion Reserve - Marmion Street 250m length	Myaree	133,438	0	133,438	133,438	0	133,438		133,438
PRN06013	Mick Jahn Reserve	Path Renewal - Mick Jahn Reserve path from shopping centre to north	Attadale	46,494	0	46,494	46,494	0	46,494		46,494
PRN05501	Money Road - Canning Hwy to Bridges Rd	Path Renewal - Money Road - Bridges Road to end Cul-de-sac 238m length x 1.8m width (in conjunction with RRE05804)	Melville	105,000	0	105,000	73,500	31,500	105,000		105,000

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PAT05331	Moreing Road - DESIGN ONLY	New Path - Moreing Road - Stoneham Rd to Burke Dr, 125.2m length x 1.8m width - DESIGN ONLY	Attadale	15,000	0	15,000	0	15,000	15,000		15,000
PRN05632	Path Panel Replacement 24-25	Path panel replacement as identified in the path condition audit	Various	250,000	0	250,000	250,000	0	250,000		250,000
PRN05590	South Street PAW - South St to Sexton Ct	Construction Only - Path Renewal - Pedestrian Access Way Renewal - South Street to Sexton Court 81m length x 1.8m width (in conjunction with SWD05805 Drainage improvements)	Winthrop	39,399	0	39,399	23,639	15,760	39,399		39,399
PRN06002	Stock Road	Path Renewal - Preston Point Rd to Lutey Rd 262m length x 1.8m width	Attadale	121,918	0	121,918	121,918	0	121,918		121,918
PAT05603	The Ramble to Preen Street	New Path - 30 The Ramble to 5 Preen Street	Booragoon	122,138	0	122,138	0	122,138	122,138		122,138
PRN06007	Three Bear Park	Path Renewal - Three Bears Park path network redesign - Design only	Palmyra	7,500	0	7,500	6,000	1,500	7,500		7,500
PAT00661	Universal Access Upgrade 24-25 (P)	Parent account for minor projects to increase access around the City - may include minor path connections and TGI's	Various	25,000	0	25,000	7,500	17,500	25,000		25,000
PAT05595	Woodhams Street - DESIGN ONLY	Path New - Construct - Woodhams Street, Wheyland Street to Harrod Street - DESIGN ONLY	Willagee	15,000	0	15,000	0	15,000	15,000		15,000
PRN06003	Woolshed Park	Path Renewal - Woolshed Park path network redesign - Design Only	Palmyra	7,500	0	7,500	7,500	0	7,500		7,500
Sub Total - PATHS				1,864,360	0	1,864,360	1,005,100	859,260	1,864,360	0	1,864,360
PLAYGROUNDS											
Potential Projects											
PLG03937	Playspace Renewal Program 24-25 (P)	Parent for Various Playground Renewal projects 24-25	Various	700,000	0	700,000	700,000	0	700,000		700,000
PLG06145	Wheeled Sport Facilities 24-25 (P)	Parent for various Wheeled sport facility projects 24-25	Various	50,000	0	50,000	25,000	25,000	50,000		50,000
Sub Total - PLAYGROUNDS				750,000	0	750,000	725,000	25,000	750,000	0	750,000
ROADS & CARPARKS											
Potential Projects											
SBS06172	Adrian Street/Cleopatra Street	Install a roundabout at the intersection to improve intersection traffic safety	Melville	800,000	-533,333	266,667	0	266,667	266,667		266,667
RRE04992	Arnold Crescent - Mill and Fill	Mill and fill Arnold Crescent from McBeth Way [East] to McBeth Way [West]. Mill and fill with minor civil works plus drainage grate upgrades. Road approx. 575m x 7.2m	Kardinya	269,220	0	269,220	269,220	0	269,220		269,220
TRF06167	Benningfield Road - Median widening	Benningfield Road - Reduce traffic lane by increasing the median along the centre and increase the width of the bike lane. Linked to 2023/24 project TRF04042	Bull Creek	150,000	0	150,000	67,500	82,500	150,000		150,000
TRF04088	Bike Infrastructure/Travelsmart 24-25(P)	Minor Bike infrastructure and/or Travelsmart Capital upgrade projects	Various	10,000	0	10,000	0	10,000	10,000		10,000
RRH06158	Caple Street - Mill and Fill	Caple Street - Mill and fill. Parent project Worley Street - Archibald to Leach Hwy. Minor civil works and drainage grate replacement	Willagee	90,712	0	90,712	90,712	0	90,712		90,712
PKG05761	Carpark Renewal - Blue Gum (East)	Carpark Renewal - Blue Gum Reserve Carpark eastern side - including kerbs, storm water	Mount Pleasant	200,000	0	200,000	200,000	0	200,000		200,000
RRH04906	Challenger Place - Road Rehabilitation	Challenger Place (Marmion St-Marmion St) - Full rehab kerbs aprons and drains etc.	Melville	250,000	0	250,000	250,000	0	250,000		250,000
RRE05365	Collinson Way (Hartfield Cres - Matthew)	Collinson Way (Hartfield Crescent to Matthew Avenue) - Resurfacing	Leeming	380,094	0	380,094	380,094	0	380,094		380,094
RRH06162	Denien Street - Mill and Fill	Denien Street - Mill and fill. Parent project Worley Street - Archibald to Leach Hwy. Minor civil works and drainage grate replacement.	Willagee	90,712	0	90,712	90,712	0	90,712		90,712
RRE02052	Direct Grant Funding Parent 24-25	Direct Grant funding parent for 2024-25 - INCOME ONLY; Income is an estimate which is subject to confirmation by the Minister	Various	0	-250,000	-250,000	-250,000	0	-250,000		-250,000
RRH05351	Dunvegan Road - Stage 1	Full Rehab - Tweeddale Road to Nisbett Rd - Surface, kerb, drain, crossovers. Separate path budget. PAT05661	Applecross	250,000	0	250,000	250,000	0	250,000		250,000
RRE05189	Eng Design WIP - Roads 24-25 (P)	Eng Design Only Projects for 2024-25 for forward planning of Road Resurfacing and Traffic related projects including MRRG and Black Spots	Various	150,000	0	150,000	75,000	75,000	150,000		150,000
RRH05356	Haig Road (Wichmann Rd - Stoneham Rd)	Haig Road (Wichmann Road to Stoneham Road) - kerbing. In conjunction with PAT05699. (Works deferred from 2023-24)	Attadale	288,493	0	288,493	288,493	0	288,493		288,493
SBS06182	Hammad Street	Install three speed humps on Hammad Street between Carrington Street and Petra Street	Palmyra	140,000	-93,333	46,667	0	46,667	46,667		46,667
RRH06156	Helm Street - Rehabilitation	Helm Street - Sleat Rd to The Esplanade - Rehabilitation - Tie in with Ogilvie Road	Mount Pleasant	400,000	0	400,000	400,000	0	400,000		400,000
RRE04092	Intermediate Road Remediation 24-25 (P)	Strip or section road remediation at various locations, e.g. Roundabouts	Various	500,000	0	500,000	500,000	0	500,000		500,000

Project Code	Project Description	Project Narration	Suburb	A Expenditure \$	B Income \$	C Net Cost \$ 2024-2025	D Renewal Net Cost \$	E Upgrade & New Net Cost \$	F Net Cost \$ 2024-2025	G Estimated Net spend in subsequent years \$	H Forecast Overall Net Cost of Project \$ (F + G + net spend in previous years)
RRH05357	Isaac Street - Mill and Fill	Mill and fill - Isaac Street from Perkins Road to McLean Street. Minor civil	Melville	109,342	0	109,342	109,342	0	109,342		109,342
RRH06159	Jackman Street - Mill and Fill	Jackman Street - Mill and fill. Parent project Worley Street - Archibald to Leach Hwy. Minor civil works and drainage grate replacement	Willagee	90,712	0	90,712	90,712	0	90,712		90,712
NBS06202	Justinian St/Marmion St	Raised intersection treatment and lighting upgrade. Possible existing drainage upgrade	Palmyra	320,000	-320,000	0	0	0	0		0
RRH04909	Kirkland Place - Mill and Fill	Mill and fill - Kirkland Place (Marmion St - cul-de-sac). Minor civil works	Melville	71,331	0	71,331	71,331	0	71,331		71,331
TRF06232	Kishorn/Ullapool/Mackenzie - Traffic Island	Install Traffic Islands at the intersection of Kishorn Rd/Ullapool Rd and Mackenzie	Applecross	200,000	0	200,000	0	200,000	200,000		200,000
RRE04567	Leeming Rec Centre Carpark - Stage 3	Leeming Recreation Centre carpark - East section - Construction (Deferred from 2023-24)	Leeming	591,548	0	591,548	591,548	0	591,548		1,439,092
RRH05353	Macrae Road - Road Rehabilitation	Macrae Road (Tain Street to Gairloch Street) - Full rehab, Kerbs on north side of road, aprons and gullies etc.	Applecross	267,874	0	267,874	267,874	0	267,874		267,874
RRH05358	Marmion Court - Mill and Fill	Mill and fill - Marmion Court (Marmion Street to cul-de-sac end). No civils	Melville	26,000	0	26,000	26,000	0	26,000		26,000
NBS06203	Marmion Street/Redwood Crescent	Raised intersection treatment at the intersection of Marmion Street and Redwood Crescent and upgrade lighting	Melville	220,000	-220,000	0	0	0	0		0
TRF03923	Minor Signage Upgrade 24-25 (P)	Minor Signage upgrade 24-25. Various signage upgrades - parking etc.	Various	20,000	0	20,000	0	20,000	20,000		20,000
TRF03928	Minor Traffic Upgrade 24-25 (P)	Minor Traffic upgrade projects	Various	50,000	0	50,000	0	50,000	50,000		50,000
RRE05804	Money Road - Road Rehabilitation	Money Road from Bridges Road to end cul-de-sac in conjunction with PRN05501 - Rehabilitation	Melville	394,459	0	394,459	394,459	0	394,459		394,459
PKG05587	Mount Henry Bridge Carpark	Carpark Renewal - Mount Henry Bridge Carpark reseal only	Mount Pleasant	47,736	0	47,736	47,736	0	47,736		47,736
RRH06160	Radney Street - Mill and Fill	Radney Street - Mill and fill. Parent project Worley Street - Archibald to Leach Hwy. Minor civil works and drainage grate replacement	Willagee	90,712	0	90,712	90,712	0	90,712		90,712
MRG04890	Riseley St (A) NB - Marmion to Almondbury	Riseley St (A) NB - Marmion to Almondbury. Deferred to 2024-25	Booragoon	310,408	0	310,408	310,408	0	310,408		310,408
RRJ05223	Road Rejuvenation Ongoing Program 24-25	Various areas, i.e. Kardinya, Winthrop and Murdoch etc.	Various	300,000	0	300,000	300,000	0	300,000		300,000
RRE02364	Road Sealing Parent 24-25 (P)	Crack sealing and other treatments to extend road useful life	Various	150,000	0	150,000	150,000	0	150,000		150,000
TRF06175	Rome Road Speed Humps	Install speed humps on Rome Road between Canning Highway and Widdicombe St. Traffic and Road Safety Team will carry out Public consultation to ensure that the proposal is supported by the residents and business owners in the area	Melville	162,499	0	162,499	0	162,499	162,499		162,499
RRE01471	RTR Funding Parent 24-25	Roads to Recovery funding parent for 2024-25 FY - INCOME ONLY; Income is an estimate which is subject to confirmation by the Minister	Various	0	-700,000	-700,000	-700,000	0	-700,000		-700,000
MRG05774	Somerville Boulevard (A)	Road Rehabilitation of Somerville Boulevard (A) - From Kirk Road to Winthrop Drive	Winthrop	567,447	-378,298	189,149	189,149	0	189,149		189,149
MRG05775	Somerville Boulevard (B)	Road Rehabilitation of Somerville Boulevard (B) - From Winthrop Drive to Prescott Drive	Winthrop	372,703	-248,469	124,234	124,234	0	124,234		124,234
MRG05776	Somerville Boulevard (C)	Road Rehabilitation of Somerville Boulevard (C) - From Prescott Drive to Jackson Avenue	Winthrop	393,776	-262,517	131,259	131,259	0	131,259		131,259
SBS06170	Somerville Blvd/Winthrop Drive Intersection	Install speed humps on all approaches to the existing roundabout	Murdoch	80,000	-53,333	26,667	0	26,667	26,667		26,667
RRH06161	Stainer Street - Mill and Fill	Stainer Street Mill and fill. Parent project Worley Street - Archibald to Leach Hwy. Minor civil works and drainage grate replacement	Willagee	90,712	0	90,712	90,712	0	90,712		90,712
RRE05368	Townsing Road - Mill and Fill	Mill and Fill - Townsing Road from Townshend Rd to Bayliss Road including Townshend Road, Callaway Crescent and Ross Rd. Tree damage to be repaired on Townsing	Kardinya	668,694	0	668,694	668,694	0	668,694		668,694
RRH04918	Webber Reserve Carpark Overlay	Asphalt overlay - Webber Reserve Carpark. Mountable kerbing to vehicle sliding door	Willagee	65,221	0	65,221	65,221	0	65,221		65,221
RRH05363	Wheyland Street (Leach Hwy - Archibald)	Wheyland Street (Leach Highway to Archibald Street) including path renewal (Deferred from 2023-24)	Willagee	470,487	0	470,487	470,487	0	470,487		470,487
SBS06173	Winnacott Street/Leach Highway	Modify the intersection to prevent right turn from Winnacott Street onto Leach Highway	Willagee	450,000	-300,000	150,000	0	150,000	150,000		150,000
SBS06233	Winterfold Rd/Anglesey Drive	Install protected right turn lane on Winterfold Road at the intersection with Anglesey Drive	Kardinya	210,000	-140,000	70,000	0	70,000	70,000		70,000
RRH05364	Worley St - Mill and Fill (P)	Worley Street - Archibald Street to Leach Hwy Mill and fill (Parent Project). Minor civil works and drainage grate replacement	Willagee	238,391	0	238,391	238,391	0	238,391		238,391
Sub Total - ROADS & CARPARKS				10,999,283	-3,499,283	7,500,000	6,340,000	1,160,000	7,500,000	0	8,347,544
TOTAL 2024-25 PROPOSED CAPITAL WORKS PROGRAM				47,660,485	-5,528,411	42,132,074	25,817,581	16,314,493	42,132,074	74,499,029	142,725,375



Neighbour Dispute Mediation Policy

Policy Type: Council Policy Policy Owner: Director Community Development	Policy No. CP- 122 Last Review Date: 18 June 2024

Policy Objectives

To establish a clear and consistent process for City staff when referring individuals to mediation services, ensuring all parties receive appropriate support and guidance.

To promote the use of external mediation services as an alternative approach to resolving neighbour disputes.

Policy Scope

This policy applies to all City staff involved in responding to neighbour disputes relevant to the City.

The City will assist any resident or ratepayer of the City of Melville to access mediation services, provided the dispute meets the provisions in this policy, and relates to a property within the City of Melville area. This includes but is not limited to issues relating to:

- Dividing fences
- Encroaching roots and branches
- Amenity issues from noise and odour
- Privacy issues
- Non-compliant developments
- Property damage
- Construction issues
- Building encroachments

Definitions

Mediation Service: A professional service that helps disputing parties reach a mutually agreed outcome with the help of an independent mediator.

Dispute: A disagreement or conflict between individuals, be that two residential neighbours, adjacent businesses or a combination of the two.



Policy Statement

1. Approach to Dispute Resolution

The City will only involve itself in mediation when it relates to certain neighbour disputes, specifically those related to the City's role as a decision-making or regulator, or certain civil disputes affecting a persons' reasonable use of their property (e.g. dividing fences, encroachment, property damage, construction issues).

Mediation is not intended to replace the City's role in enforcing compliance and making decisions on Council-related matters. The City may however choose to suspend compliance action or defer decision making on a matter where the relevant parties have agreed to attempt mediation.

2. Procedure for Referral to an External Mediation Service

- a) Identification of Dispute: Generally speaking, it will be the responsibility of a resident or ratepayer to bring an issue to the attention of the City.
- b) Overview of the Dispute: The relevant technical officer will review the details of the dispute, assess the situation, clarify any questions or concerns raised by the disputing party and outline the relevant City policies and legislation regarding the dispute.
- c) Communication: The City will explain the mediation process and clarify any questions or concerns raised by the disputing parties.
- d) Referral: If the aggrieved party would like to progress to mediation, the City shall facilitate the process. If the City is unable to get in contact with one of the relevant parties, or they are uninterested in attending mediation, the affected party will be notified that mediation will not proceed, and where relevant, the matter will be progressed in accordance with relevant City policies and legislation. The City cannot compel neighbours to participate in mediation.
- e) Resolution: A resolution via mediation does not negate the need for the City to make decisions on matters relevant to its responsibilities as a local government. However, where mediation has resulted in an agreed outcome, and that outcome can be reasonably accommodated as part of the City's decision making (in line with its statutory obligations), the City will endeavour to do so. This requires that the parties agree to disclose the outcome of mediation to the City.

3. Funding External Mediation Services

The City may provide funding for up to three mediation sessions to assist parties in resolving disputes. This initiative aims to offer professional, impartial mediation to help neighbours reach mutually acceptable solutions, thereby enhancing community well-being and reducing the burden of conflicts on the City's resources.

The allocation of funding for mediation services is governed by several factors to ensure the City is not only being financially prudent, but also fair to the parties involved. These considerations include:

- a) An annual mediation budget approved by the Council, subject to yearly review.
- b) Evidence that the involved parties have attempted to resolve the dispute before seeking external mediation services.



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- c) A genuine willingness from both parties to engage in the mediation process in good faith and to consider each other's viewpoints.
- d) The discretion of the CEO.

Notwithstanding the above, financial support is not available for certain civil matters, including disputes relating to finances, property ownership (with the exception of building encroachment issues), personal injury claims, divorce or custody, or mediation required under a court mandate.

4. Training

Staff will receive training on the referral process to ensure they are equipped to handle the process effectively.

5. Review

This policy will be reviewed annually to ensure its effectiveness and updated as necessary.

6. Further Assistance

This policy should be read in conjunction with the City of Melville's Mediation Guide, to ensure all stakeholders have a clear understanding of the process and to ensure effective implementation of the policy.

References that may be applicable to this Policy

Legislative Requirements: (to be completed)
Procedures, Process Maps, Work Instructions: (to be completed)
Other Plans, Frameworks, Documents Applicable to Policy: (to be completed)
Delegated Authority No: (to be completed)

ORIGIN/AUTHORITY

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Neighbour Dispute Mediation Policy

Tabled Engagement Submissions Report

April 2024



City of
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Engaging with our diverse
community to achieve an inclusive, vibrant and
sustainable future.

1

Summary

The City of Melville has developed a draft Neighbour Dispute Mediation Policy with the intention to assist in the resolution of issues between neighbours, including disputes between residents or commercial land users. The draft policy outlines the circumstances where it may be appropriate for Council to invite neighbours to attend mediation to help facilitate an amicable outcome to a dispute, with the help of a qualified professional mediator.

From **21 March 2024 to 21 April 2024**, community were invited to view the draft Neighbour Dispute Mediation Policy and provide feedback. Feedback was sought by way of submission to determine the communities' clear guidelines for city officers to handle neighbour disputes and their vision for a framework that will benefit the facilitation of mediation in financial savings, time saving and all legal costs. A dedicated project page was established on Melville Talks and promoted through traditional and digital communications channels.

Engagement

 How we communicated	 How we engaged	 Our reach
• Direct email random sample • eNews publications (Melville Talks, corporate) • Melville Sounding Board • Herald newspaper ad • Perth Now Melville newspaper ad	• Online submission form • Hard copy submission form Alternative options were provided including in writing, over the phone and in person	• 40 Submissions received • 873 Melville Talks page visits • 5,000 direct emails issued to a random sample of the community • 5,670 eNews subscribers • 176 emails to Melville Sounding Board

Participant Demographics

To ensure the engagement/public comment process reflects the City's diverse community, participants/submitters were asked to share demographic information.

- 100% of participants informed us they live locally
- 75% identified as a ratepayer

Engagement Findings

40 submissions were received, with 52.5% either love or like the policy.

- 5 Love the policy
- 16 Like the policy
- 11 Can live with the policy
- 8 Don't like the policy

Reasons for support	Suggestions for consideration	Suggestions outside of project scope
• "Mediation would hopefully be used if there is a dispute that cannot be resolved by council law." • "The list of matters the policy covers is comprehensive and covers a wide range of potential disputes, which is important for inclusivity." • "I think its a great idea." • "I think it's a good way to resolve conflict with neighbours as long as they are all willing participants." • "It seems a sensible policy." • "The concept of offering a service for mediated resolution of complaint and disputation is worthy, commendable but long overdue." • "I think this is a very useful tool to avoid conflict with neighbors who often do not understand the tree policy and other guidelines." • "Good in principle." • "This is a great idea!"	• "An addendum statement along the lines of 'estimated costs will be disclosed beforehand to the disputing parties'." • "Consider adding a section on education and awareness to help prevent disputes by informing residents about potential issues and proactive measures they can take." • "The scope should include disputes where even current processes do not resolve issues." • "Include guidelines or principles for mediation, such as confidentiality, impartiality of the mediator, and the voluntary nature of participation." • "Consider emphasizing the goal of the policy to facilitate amicable resolutions that benefit both parties." • "Ensure that the mediation process is accessible to all residents, including provisions for language assistance or accommodations if needed."	• "Include a mechanism for collecting feedback from participants to continuously improve the mediation process and the policy itself." • "The list of mediators should be experienced personnel, not academics! It would be useful for the Council to vet the panel of mediators & allocate them to disputes based on their skills." • "The policy should be trialed for 12 months & then reviewed, based on feedback."

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Neighbour Dispute Mediation Policy

Policy Type: Council Policy

Policy Owner: Director Planning

Policy No. CP- 122

Last Review Date: 19 March 2024

Policy Objectives

- To define the City's role in facilitating neighbour dispute resolution through independent mediation; and
- To outline circumstances where it may be appropriate for Council to invite neighbours to attend mediation conducted by a qualified professional mediator at the cost of the City.

Policy Scope

This policy outlines the circumstances where it may be appropriate for Council to invite neighbours to attend mediation to help facilitate an amicable outcome to a dispute, with the help of a qualified professional mediator. The policy covers the following:

- Steps that an individual can take to reduce the risk of inadvertently creating neighbour conflict.
- Guidance on how someone might want to approach their neighbour where an issue has occurred or is occurring, and to do so in a way that is as constructive as possible.
- Advice on managing disputes with a neighbour.
- The mediation process, when its appropriate to utilise it and the services that exist.
- Information on the options available when a dispute has not been resolved by mediation.

Policy Statement

1. Who does the policy apply to?

The policy applies to all neighbours in the City who are unable to resolve issues in a constructive and neighbourly way.

2. Matters suitable for Mediation

This policy is intended for assisting in the resolution of Council-related issues and includes but is not limited to residential, commercial and industrial disputes.

Examples of issues that can be mediated include:

- Dividing fences
- Encroaching roots and branches
- Amenity issues from noise and odour

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- Privacy issues
- Non-compliant developments
- Property damage
- Construction issues
- Building encroachments

The use of mediation is not intended to replace the City's role in enforcing compliance and making decisions on Council-related matters. It is however acknowledged that in some instances, a mediated response may be able to achieve a mutually beneficial outcome in a more time and cost-effective manner. Mediation may also be suitable in resolving disputes where the City's ability to intervene is limited, such as when the matter falls outside of the regulatory process. A mediated option provides the neighbours with an opportunity to develop their own solutions and may avoid disputes escalating into civil legal proceedings.

3. Steps to take to reduce the risk of creating neighbour conflict

Building positive relationships with your neighbours can enhance your sense of security, foster a sense of belonging and make your house and community feel more welcoming. The City offers some tips on how to get to know your neighbours and how to manage issues should they arise.

- **Introduce Yourself** - you may be new to the neighbourhood, or perhaps new neighbours may have just moved in, or you may have never had the chance to talk to your neighbours, so introduce yourself.
- **Consider Your Neighbours Lifestyle** - get to know your neighbours, for example, what sort of work they do and the hours they work. If we are more aware of our neighbour's lifestyles, problems can often be avoided before they are created. Similarly, let them know if you have specific circumstances in your household.
- **Communicate with Your Neighbours** - take time to get in touch with your neighbours regularly and keep the lines of communication open. Maybe have an arrangement with them to keep an eye on each other's homes while you're away and pick up mail from the letterbox.
- **When You Have a Great Neighbour** - If your neighbour done something thoughtful for you or if they are just great neighbours, let them know.
- **Notifying Your Neighbours** - Let your neighbour know if you have seen something at their home that they might not be aware of, for example, a broken reticulation nozzle, a light left on at the property, or perhaps vegetation that obstructs the view of local drivers.

Some of the most common disputes between neighbours involve issues with shared walls, air conditioner noise, noise from other residential equipment such as musical instruments or power tools, pet behaviour, parking etiquette, parties, rubbish bins being left out, diving fences and trees on private property.

For further information on reducing the risk of creating neighbour conflict, see the City's webpage on 'Getting to Know Your Neighbour and Managing Disputes'.

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4. How to approach your neighbour where an issue has occurred or is occurring.

Where possible it's always advisable that you attempt to discuss matters directly with your neighbour to try and reach a resolution. When talking to neighbours, it is advisable to take the following steps:

- Approach your neighbour, or person with whom you have a grievance, in a polite and respectful manner.
- Explain why the problem is created and ask the person for their assistance in resolving the matter.
- Allow the person time to make changes to the way in which they do things.
- If the person was receptive to your concerns but after a reasonable amount of time the problem has not been resolved to your satisfaction, approach them again, as they may think that they have resolved it. Allow them additional time to change their actions.
- If the problem hasn't been resolved and is suitable for mediation, approach the City.

5. The Mediation Process

What is mediation?

Mediation is a structured process in which an independent person (known as the mediator) assists parties to identify and assess options and try to negotiate an agreement to resolve their dispute. The focus of mediation is always on the future relationship between the parties without attaching blame to either party.

How does mediation work?

Mediators are experienced and professionally qualified. They don't give advice or make decisions for the parties. Their role is to help the parties to calmly focus on the issues in dispute, gain an understanding of the other party's point of view, and put forward options in an effort to reach an amicable outcome. If mediation is successful, the result is written down in the parties' own words.

Who provides mediation?

There are a range of options for mediation services, including the Citizens Advice Bureau and the University of Western Australia.

Funding

In most cases, the cost involved in using a mediation service would need to be borne by the relevant parties involved. The City acknowledges however that in some cases resolving an issue through mediation may avoid the need for the City to otherwise intervene, either via enforcement or in the assessment of an application. If this is likely to be the case, the City may consider sponsoring the cost of mediation for up to three sessions. Note that any financial contribution by the City will be subject to availability within the City's mediation budget, and ultimately at the discretion of the CEO.

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Where mediation is not eligible for sponsorship, the City may still be able to assist in coordinating mediation where communication between two parties is proving difficult. This could involve endeavouring to contact parties to gauge their interest in mediating the matter, as well as liaising with the relevant mediation service provider.

How do I proceed with mediation?

Since this policy only applies to Council-related matters, it's expected that for an issue to have been escalated to formal mediation it will have first been the subject of one or more discussions with officers at the City. Should that officer consider that the matter is suitable for mediation, they will provide the interested party with a mediation referral form. This form will ask for:

- The customers name, address and contact details;
- A brief overview of the dispute / issue; and
- Details of any action taken by the neighbours to resolve the issue.

In determining whether mediation is necessary, officers shall take into consideration the nature of the issues raised by neighbours, any history of compliance issues on the respective sites, and whether there are reasonable arguments on both sides (i.e. where the merits of the case and specific impacts could both reasonably be argued).

The City cannot compel neighbours to participate in mediation. If the City is unable to get in contact with one of the relevant parties, or they are uninterested in attending mediation, the affected party will be notified, and where relevant, the matter will be progressed in accordance with relevant City policies and legislation.

A resolution via mediation does not remove the need for matters to be approved by the City. Where mediation has resulted in an agreed outcome, the matter will be determined considering the outcome of the mediation as well as the statutory obligations of the City.

Where mediation has previously occurred, unless the current matter is significantly different to the previously mediated matter, further mediation may not be offered.

What happens if we cannot reach agreement in mediation?

If an agreement is not reached in mediation, depending on the matter, you can seek legal advice and undertake court proceedings to have the dispute resolved legally. The Perth Magistrates Court is available to resolve civil matters, for example, dividing fence matters.

References that may be applicable to this Policy

Legislative Requirements: (to be completed)

Procedures, Process Maps, Work Instructions: (to be completed)

Other Plans, Frameworks, Documents Applicable to Policy: (to be completed)

Delegated Authority No: (to be completed)

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ATTACHMENT 1**POS STRATEGY REVIEW PRELIMINARY SCOPE OF WORK**

An indicative scope of work to has been identified;

Task 1: Policy familiarisation and assessment

Consultant to review all relevant statutory, policy and strategic documentation to inform the project. This includes but is not limited to the following;

- a) City of Melville Public Spaces Strategy 2017,
- b) City of Melville Local Planning Strategy,
- c) City of Melville Local Planning Scheme 6,
- d) WAPC Operational Policy 2.3 Planning for Public Open Space (existing and draft revised),
- e) City of Melville Parks Asset Management Plan ,
- f) City of Melville Active Reserves Infrastructure Study,
- g) City wide community needs and satisfaction surveys,
- h) City of Melville Community Plan, and
- i) Acknowledgement and preliminary options assessment of any known Council priority areas for example Palmyra (with its comparably low percentage of POS), and Canning Bridge (with its population growth exacerbating an identified POS need).

Task 2: POS Calculation

- a) Undertake a City-wide audit to accurately determine current provision of POS.
- b) Perform qualitative assessment of identified POS against agreed criteria and categorise each against its potential utility.
- c) Identify residential and mixed-use areas that are not adequately served by POS, e.g. 400m walkable catchments as per "liveable Neighbourhoods".
- d) Consider and provide advice on the need to, opportunity for and potential mechanisms available to provide additional areas of POS that address any shortfall of POS identified.

Task 3: POS and future density

- a) Consider the planning framework and predicted population change expected in identified growth areas (e.g., activity centres such as Canning Bridge), assuming that dwelling targets are achieved.
- b) Calculate the future provision of POS per person in each of these identified growth areas.
- c) Identify any potential areas whereby future population numbers will put pressure on the existing POS in that area (ultimately linking back to previous tasks).

Task 4: Potential repurposing of existing underutilised land to provide additional Public Open Space, i.e. 'Lazy Lands'.

- a) Specifically in areas where a need for additional POS has been identified, investigate the potential for conversion of excess local road reserve and/or other City land or infrastructure, i.e. drainage sumps, to public open space.
- b) This process to involve identifying suitable locations, steps involved and possible financial, legal and any other implications for the City.

Task 5: Funding mechanisms

- a) Consider different funding options for providing new POS, particularly in centres or growth areas.
- b) Undertake financial modelling to understand potential costs/revenue implications of alternative funding options.
- c) Consider and advise on the viability of developer contribution plans as a mechanism to fund new POS in areas of identified need.

Task 6: Reporting

- a) Prepare a draft report for Council outlining the investigations undertaken, the outcomes of those investigations and actions recommended and how these are to be incorporated into an updated strategy.
- b) Make relevant changes prior to presenting back to Council for approval to advertise draft proposals.

Task 7: Engagement and Finalisation

- a) Advertising of draft proposals for community comment/feedback.
- b) Review community feedback and consider any suitable modifications prior to preparing a final version for Council adoption.

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Car Parking and Access

This document outlines the assessment criteria for parking and access for development in the City of Melville. This policy is applicable to residential, commercial and mixed use developments within the City of Melville.

If you are searching for general information in relation to planning requirements, please refer to the Planning Services page of the our website <https://www.melvillecity.com.au/> or alternatively you can speak to one of our planning officers either on the phone, 9364 066 or in person at 10 Almondbury Road, Booragoon during business hours, 8.30am – 5:00pm Monday to Friday.

Policy Type: Local Planning Policy
Policy Owner: Director Urban Planning

Policy No. LPP1.6
Last Review Date: To be completed following Council endorsement

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) and the City of Melville Local Planning Scheme No. 6 (LPS No.6). This Local Planning Policy may be cited as Local Planning Policy No. 1.6 – Parking and Access (LPP1.6).

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Policy Objectives

The objectives of this policy are as follows:

- To facilitate the development of adequate, safe and convenient parking facilities that meets the needs of users.
- Promote environmentally sustainable development.
- Facilitate active, vibrant and successful places.
- Support local businesses and economically viable development.
- Enable healthy lifestyles and travel choices.
- To ensure that development proposals incorporate an appropriate level of parking.
- To ensure safe, convenient, and efficient access for pedestrians, cyclists and motorists.
- To promote alternative transport modes by incorporating flexibility to reduce parking requirements where alternative transport options exist.
- To enable the payment of a financial contribution in lieu of actual parking provision for non-residential developments and to provide guidelines to ensure that the calculation of cash in lieu is applied in a consistent and transparent manner.
- To promote 'shared' or publicly available parking in preference to exclusive, single user parking for non-residential developments.
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Policy Scope

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Please refer to the City of Melville website (Public) or BMS (Internal) for the latest version.

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~~This policy provides standards for parking, design and access for residential and non-residential development in all areas, except where varied by an approved Precinct Structure Plan, Structure Plan or Local Development Plan.~~

~~This policy prevails to the extent of any inconsistency with LPP 3.1 – Residential Development.~~

~~This policy applies in respect of car parking requirements for both residential and non-residential development proposals.~~

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Policy Application

This policy applies to all development on land where Local Planning Scheme No. 6 applies.

Part 1 of the 'Policy Requirements' applies to all development to which the R-Codes applies. This Policy should be read in conjunction with the R-Codes, including the relevant definitions unless modified by This Policy.

Part 2 of the 'Policy Requirements' applies to all non-residential development on land where Local Planning Scheme No. 6 applies, including in respect of the non-residential components of a mixed use development. Residential parking, design, access are addressed by the R-Codes. The R-Codes provide both Deemed to Comply and Design Principles for the assessment of residential parking, design and access. The R-Codes car parking standards take into account the location of a development site in relation to high frequency public transport.

For non-residential car parking, the provisions of this policy apply

Definitions / Abbreviations Used In Policy

Terms used in this policy have the same meaning as in the Planning and Development (Local Planning Schemes) Regulations, the R-Codes or other State Planning Policy unless otherwise noted below.

AS2890.1:2004

The Australian and New Zealand Standards (AS/NZS) 2890.1:2004 Parking Facilities: Off street Parking.

Activity Centres

Centres defined by the WAPC State Planning Policy 4.2: Activity Centres and City of Melville Local Planning Strategy.

Cash-in-lieu

Cash-in-lieu of car parking refers to a payment made "in lieu" of providing the minimum number of physical on-site car parking spaces required by the policy.

Health Consultant

Any professionally qualified and trained health professional who provides health services to patients independently of another health professional (eg. does not include nurses assisting a doctor or dentist).

LPS6

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Local Planning Scheme No. 6

Net Lettable Area (NLA)

Means the area of all floors within the internal finished surfaces of permanent walls but excluding:

- (a) all stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, escalators, tea rooms and plant rooms, and other service areas;
- (b) lobbies between lifts facing other lifts serving the same floor;
- (c) areas set aside as public spaces or thoroughfares and not for the exclusive use of occupiers of the floor or building;
- (d) areas set aside for the provision of facilities or services to the floor or building where such facilities are not for the exclusive use of occupiers of the floor or building.

Parking

Where the term parking is used, it may refer to the inclusion of bicycle, car, service vehicle, specialist vehicle, motorcycle, or scooter parking.

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Parking Management Plans (PMP)

PMPs are documents which provide guidance in relation to the management and control of all public and privately owned parking and access to an Activity Centre for a 10 year period.

Public Floor Area (PFA)

The publicly accessible areas in bars, restaurants, fast food premises, places of worship and other places used for dining, entertainment or congregation purposes but excluding the following areas:

- (a) Alfresco areas located off-site;
- (b) Alfresco areas located on-site which are not covered by solid roofing materials.
- (c) Areas occupied by lifts, stairways, ramps, passages, hallways, lobbies and the like; and
- (d) Areas set aside for staff only.

Reciprocal parking

Parking facilities serving separate uses, but not shared concurrently between the users and not necessarily on one site.

R-Codes

~~State Planning Policy 7.3~~ Residential Design Codes Volume 1 and Residential Design Codes Volume 2 - Apartments, as amended

Shared parking

Shared parking facilities available to the public at all times.

Travel Plan

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A travel plan is a document which sets out how on-site parking and access will be managed once a development is completed to encourage safe, healthy and sustainable travel options.

WAPC

Western Australian Planning Commission

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Policy Requirements Statement

Part 1: Residential Development

R-Codes Volume 1

As permitted by clause 3.2.3a and b of the R-Codes- Volume 1, this policy replaces the following Deemed to Comply provisions of the R-Codes Volume 1:

<u>R-Codes – Volume 1 – Part B – Low Density</u>		
<u>Clause</u>	<u>Deemed to Comply Provision</u>	<u>Replacement Deemed-to-Comply Provision</u>
<u>Clause 5.2.5 Sightlines</u>	<u>C5 Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, or other structures adjoin:</u> <u>i. a driveway that intersects a street, right-of-way or communal street;</u> <u>ii. a right-of-way or communal street that intersects a public street; and</u> <u>iii. two streets that intersect. (refer Figure 9a).</u>	<u>C5A For driveways serving a single house or three or less grouped dwellings, development meets the deemed-to-comply provisions within Clause 5 'Sight Lines' of Local Planning Policy 3.1 Residential Development.</u> <u>C5B For driveways serving developments containing four or more grouped dwellings, sight lines and visual truncation requirements shall be designed in accordance with clause 3.2.4 and Figure 3.3 of AS2890.1:2004 (or as amended).</u> <u>C5C Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where two streets, right of way, communal street, public street, or driveway intersect (Refer Figure 9A of the R-Codes)</u>
<u>Clause 5.3.5 Vehicular Access</u>	<u>C5.3 Driveways shall be:</u> <u>• no closer than 0.5m from a side lot boundary or street pole;</u> <u>• no closer than 6m to a street corner as required</u>	<u>(note subject to Western Australian Planning Commission Approval prior to enforcement)</u> <u>C5.3A Driveways shall be:</u> <u>• no closer than 0.5m from a side lot boundary or street</u>

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	<u>under AS2890.1:</u> <u>aligned at right angles to the street alignment;</u> <u>located so as to avoid street trees, or, where this is unavoidable, the street trees replaced at the applicant's expense or replanting arrangements to be approved by the decision-maker; and</u> <u>adequately paved and drained.</u>	<u>pole:</u> <u>no closer than 6m to a street corner as required under AS2890.1;</u> <u>aligned at right angles to the street alignment;</u> <u>located so as to avoid street trees, or, where this is unavoidable, the street trees replaced at the applicant's expense or replanting arrangements to be approved by the decision-maker; and</u> <u>adequately paved and drained</u> <u>where serving 3 or less residential dwellings, have gradients that meet section 2.6.2 of AS 2890.1:2004 (as amended)</u> <u>where serving 4 or more residential dwellings, have gradients that meet section 3.3 a) of AS 2890.1:2004 (as amended)</u>

<u>R-Codes – Volume 1 – Part C – Medium Density</u>		
<u>Clause</u>	<u>Deemed to Comply Provision</u>	<u>Replacement Deemed-to-Comply Provision</u>
<u>Clause 3.7 - Access</u>	<u>C3.7.3 Driveways must be:</u> <u>i. a minimum 3 m wide;</u> <u>ii. a maximum 6m wide at the street boundary</u> <u>iii. set back 0.3m from a side lot</u>	<i>(note subject to Western Australian Planning Commission Approval prior to enforcement)</i> <u>C3.7.3A Driveways must be:</u> <u>i. a minimum 3 m wide;</u>

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	<u>boundary or street pole;</u> iv. <u>setback 6m to a street corner (refer Figure 3.7b);</u> v. <u>aligned at right angles to the road carriageway; and</u> vi. <u>adequately trafficable and drained.</u>	ii. <u>a maximum 6m wide at the street boundary</u> iii. <u>set back 0.3m from a side lot boundary or street pole;</u> iv. <u>setback 6m to a street corner (refer Figure 3.7b);</u> v. <u>aligned at right angles to the road carriageway;</u> vi. <u>adequately trafficable and drained.</u> vii. <u>located so as to avoid street trees, or, where this is unavoidable, the street trees replaced at the applicant's expense or replanting arrangements to be approved by the decision-maker;</u> viii. <u>where serving 3 or less residential dwellings, have gradients that meet section 2.6.2 of AS 2890.1:2004 (as amended).</u> ix. <u>where serving 4 or more residential dwellings, have gradients that meet section 3.3 a) of AS 2890.1:2004 (as amended).</u>
<u>Clause 3.7 - Access</u>	<u>C3.7.7 Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, or other structures adjoin;</u> i. <u>a driveway that intersects a street, right-of-way or communal street;</u> ii. <u>a right-of-way or communal street that intersects a public street; and</u>	<u>C5A For driveways serving a single house or 3 or less grouped dwellings, development meets the deemed-to-comply provisions within Clause 5 'Sight Lines' of Local Planning Policy 3.1 Residential Development.</u> <u>C5B For driveways serving developments containing 4 or more grouped dwellings, sight lines and visual truncation requirements shall be designed in</u>

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	iii. <u>two streets that intersect (refer Figure 3.7e).</u>	<u>accordance with clause 3.2.4 and Figure 3.3 of AS2890.1.</u> <u>C5C Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5 m where two streets, including right of way, communal street or public streets (Refer Figure 9A of the R-Codes).</u>

If a proposal does not meet the deemed to comply standards as amended by this policy, then assessment against the relevant design principles will be required. As permitted by clause 3.2.3c of the R-Codes- Volume 1, this policy augments the designs principles of the following elements of the R-Codes Volume 1:

Clause	Additional Design Principles
<u>5.2.5 Sightlines</u>	<u>P5A Where pedestrian sightlines are not provided in accordance with AS2980.1 a risk assessment report with proposed mitigation measures should be lodged in support of the proposal. The report must be prepared by a suitably qualified traffic engineer demonstrating that the proposal will not result in any unacceptable safety risk to occupants, footpath users and road users. If the risk assessment and proposed mitigation measures are acceptable to the City, the development shall be subject to a condition which requires that the mitigation measures shall be implemented prior to the occupation of the development and measures retained in perpetuity to the satisfaction of the City.</u> <u>Examples of mitigation measures may include, among other things:</u> <u>a) using changes in materials, colour, levels or landscaping to delineate pedestrian and vehicle circulation areas and define pedestrian paths in shared areas;</u> <u>b) locating vehicle entries to minimise ramp lengths and excavation;</u> <u>c) where required, incorporating aesthetically pleasing traffic calming devices that are integrated into the design such as changes in paving material or textures;</u> <u>d) reducing parts of the driveway to allow for the incorporation of deep soil areas;</u> <u>e) minimising the visual impact of unavoidable long driveways through changing alignments and screen planting;</u> <u>f) use of convex mirrors within the property boundary, signage, intelligent pedestrian and/or vehicle warning system at car park exit;</u> <u>g) any other measure which improves pedestrian and vehicle safety ensuring that drivers exiting the site have adequate visibility of oncoming pedestrians, cyclists and vehicles.</u> <u>Notwithstanding the above examples, each circumstance needs to be</u>

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	considered on its merits and the City may not necessarily support a performance-based solution provided as an example above.
<u>Clause 5.3.5 Vehicular Access</u>	<u>P5.3 Where ramp gradients are not provided in accordance with AS2980.1 a risk assessment report with proposed mitigation measures should be prepared by a suitably qualified traffic engineer demonstrating that the proposal will not result in any unacceptable safety risk to occupants, footpath users and road users. If the risk assessment and proposed mitigation measures are acceptable to the City, the development shall be subject to a condition which requires that the mitigation measures shall be implemented prior to the occupation of the development and measures retained in perpetuity to the satisfaction of the City.</u> <u>Examples of mitigation measures may include, among other things:</u> <u>a) the design provides for safe access and legible access for pedestrians and vehicles;</u> <u>b) the design reduces the impact of access points on the streetscape and minimises the number of vehicle crossovers;</u> <u>c) the design incorporates high quality landscaping features;</u> <u>d) the design can manage stormwater run-off from car park surfaces, the incorporation of tree pits, vegetated swales, bio-filters, infiltration cells, permeable paving and/or on-site detention tanks as appropriate;</u> <u>e) driveways where vehicle or pedestrian activity is unlikely to be a concern. For example, a car park entrance exiting onto a cul-de-sac bulb or similar;</u> <u>f) excavation is be minimised through efficient car park layouts and ramp design or</u> <u>g) sustainability measures such as retaining embodied carbon from existing parking components on-site are incorporated.</u> <u>h) the uses of convex mirrors within the property boundary, signage or intelligent pedestrian warning system at car park exit;</u> <u>i) any other measure which improves pedestrian and vehicle safety ensuring that drivers exiting the site have adequate visibility of oncoming pedestrians, cyclists and vehicles or where drivers and pedestrians are warned about the potential hazard.</u> <u>Notwithstanding the above examples, each circumstance needs to be considered on its merits and the City may not necessarily support a performance-based solution provided as an example above.</u>

R-Codes – Volume 1 – Part C – Medium Density

<u>Clause</u>	<u>Additional Design Principles</u>
<u>Clause 3.7 - Access</u>	<u>P3.7.7 Where pedestrian sightlines or ramp gradients are not provided in accordance with AS2980.1 a risk assessment report with proposed mitigation measures should be lodged in support of the proposal. The report must be prepared by a suitably qualified traffic engineer</u>

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demonstrating that the proposal vary the provisions of AS2890 in relation to pedestrian sightlines and vehicle ramp gradients will not result in any unacceptable safety risk to occupants, footpath users and road users.

If the risk assessment and proposed mitigation measures are acceptable to the City, the development shall be subject to a condition which requires that the mitigation measures shall be implemented prior to the occupation of the development and measures retained in perpetuity to the satisfaction of the City.

Examples of mitigation measures may include, among other things:

- a) using changes in materials, colour, levels or landscaping to delineate pedestrian and vehicle circulation areas and define pedestrian paths and calm traffic in shared areas;
- b) the design reduces the impact of access points on the streetscape and minimises the number of vehicle crossovers;
- c) the design incorporates high quality landscaping features
- d) locating vehicle entries and designing car parking to minimise ramp lengths and excavation;
- e) the design can manage stormwater run-off from car park surfaces, the incorporation of tree pits, vegetated swales, bio-filters, infiltration cells, permeable paving and/or on-site detention tanks as appropriate;
- f) locate driveways where vehicle or pedestrian activity is unlikely to be a concern. For example, a car park entrance exiting onto a cul-de-sac bulb or similar;
- g) sustainability measures such as retaining embodied carbon from existing parking components on-site are incorporated;
- h) use of convex mirrors within the property boundary, signage, intelligent pedestrian and/or vehicle warning system at car park exit;
- g) any other measure which improves pedestrian and vehicle safety ensuring that drivers exiting the site have adequate visibility of oncoming pedestrians, cyclists and vehicles.

Notwithstanding the above examples, each circumstance needs to be considered on its merits and the City may not necessarily support a performance-based solution provided as an example above.

R-Codes Volume 2

As permitted by clause 1.2.2 and 1.2.3 of the R-Codes- Volume 2, this policy replaces the following Acceptable Outcomes of the R-Codes Volume 2:

<u>R-Codes – Volume 2</u>		
<u>Element</u>	<u>Acceptable Outcome Provision</u>	<u>Replacement Acceptable Outcome Provision</u>

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<u>Element 3.8 – Vehicular Access</u>	<u>A3.8.7 Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street and where two streets intersect (refer Figure 3.8a).</u>	<u>A3.8.7 Sight lines and visual truncation requirements designed in accordance with clause 3.2.4 and Figure 3.3 of AS2890.1: 2004 (as amended).</u>
<u>Element 3.9 – Car and vehicular Access</u>	<u>A 3.9.4 Car parking and vehicle circulation areas are designed in accordance with AS2890.1 (as amended) or the requirements of applicable local planning instruments.</u>	<u>a) Car parking and vehicle circulation areas are to be designed in accordance with AS2890.1;</u> <u>b) The gradient of access driveways for developments containing 3 or less residential dwellings shall be designed in accordance with section 2.6.2 of AS/NZS 2890.1; and</u> <u>c) The gradient of access driveways for developments containing 4 or more residential dwellings shall be designed in accordance with section 3.3 a) of AS/NZS 2890.1.</u>

If a proposal does not meet the Acceptable Outcomes as amended by this policy, then assessment against the relevant Element Objectives and Planning Guidance will be required. As permitted by clause 1.2 of the R-Codes- Volume 2, this policy augments the Design Guidance of the following design elements of the R-Codes Volume 2:

<u>R-Codes – Volume 2</u>	
<u>Clause</u>	<u>Additional Design Guidance</u>
<u>Element 3.8 – Vehicular Access</u>	<u>Where pedestrian sightlines are not provided in accordance with AS2980.1, a risk assessment report with proposed mitigation measures should be lodged in support of the proposal. The report must be prepared by a suitably qualified traffic engineer demonstrating that the proposal will not result in any unacceptable safety risk to occupants, footpath users and road users. If the risk assessment and proposed mitigation measures are acceptable to the City, the development shall be subject to a condition which requires that the mitigation measures shall be implemented prior to the occupation of the development and measures retained in perpetuity to</u>

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	<u>the satisfaction of the City.</u> <u>Examples of mitigation measures may include, among other things:</u> <u>a) changes in materials, colour, levels or landscaping to delineate pedestrian and vehicle circulation areas and define pedestrian paths in shared areas;</u> <u>b) locating vehicle entries to minimise ramp lengths and excavation;</u> <u>c) where required, incorporating aesthetically pleasing traffic calming devices that are integrated into the design such as changes in paving material or textures;</u> <u>d) reducing parts of the driveway to allow for the incorporation of deep soil areas;</u> <u>e) minimising the visual impact of unavoidable long driveways through changing alignments and screen planting;</u> <u>f) use of convex mirrors;</u> <u>g) any other measure which improves pedestrian and vehicle safety ensuring that vehicles exiting the site have adequate visibility of oncoming pedestrians, cyclists and vehicles.</u> <u>Notwithstanding the above examples, each circumstance needs to be considered on its merits and the City may not necessarily support a performance-based solution provided as an example above.</u>
<u>Element 3.9 – Car and vehicular Access</u>	<u>Where vehicle ramp gradients are not provided in accordance with AS2890.1, a risk assessment report with proposed mitigation measures shall be lodged in support of the proposal. The report must be prepared by a suitably qualified traffic engineer demonstrating that the proposal will not result in any unacceptable safety risk to occupants, footpath users and road users. If the risk assessment and proposed mitigation measures are acceptable to the City, the development shall be subject to a condition which requires that the mitigation measures shall be implemented prior to the occupation of the development and measures retained in perpetuity to the satisfaction of the City.</u> <u>Examples of mitigation measures may include, among other things:</u> <u>i) the design provides for safe access and legible access for pedestrians and vehicles;</u> <u>k) the design reduces the impact of access points on the streetscape and minimises the number of vehicle crossovers;</u> <u>l) the design incorporates high quality landscaping features;</u> <u>m) the design can manage stormwater run-off from car park surfaces, the incorporation of tree pits, vegetated swales, bio-filters, infiltration cells, permeable paving and/or on-site detention tanks as appropriate;</u> <u>n) driveways where vehicle or pedestrian activity is unlikely to be a concern. For example, a car park entrance exiting onto a cul-de-sac bulb or similar;</u> <u>o) excavation is be minimised through efficient car park layouts and ramp design or</u> <u>p) sustainability measures such as retaining embodied carbon from existing parking components on-site are incorporated.</u>



- g) the uses of convex mirrors within the property boundary, signage or intelligent pedestrian warning system at car park exit;
 r) any other measure which improves pedestrian and vehicle safety ensuring that drivers exiting the site have adequate visibility of oncoming pedestrians, cyclists and vehicles or where drivers and pedestrians are warned about the potential hazard.

Notwithstanding the above examples, each circumstance needs to be considered on its merits and the City may not necessarily support a performance-based solution provided as an example above.

1 — Parking, Design and Access

1.1 Where residential development is proposed, it is to be assessed having regard to the relevant clauses relating to parking, design and access of the R-Codes.

1.2 Clauses 2 — 9 of this policy do not apply to the assessment of residential development with the exception of the following:

Clause 7: Cash In Lieu of this policy can be applied for the visitor parking requirements of the R-Codes in relation to multiple dwelling developments located within Secondary or District activity centres as designated by State Planning Policy 4.2.

Part 2: Non-Residential Development

1 Access

1.1 Vehicular access points to parking facilities are to be located and designed in accordance with AS 2890.1.

1.2 Access Driveways, shall be designed with a ramp gradient in accordance with section 3.3 (a) of AS 2890.1.

1.3 Access should be provided via secondary streets or rights of way where available.

1.4 Access to developments on corner lots should be located the maximum distance away from the corner on the minor road or right of way.

1.5 One access point per street is encouraged and the number of access points should be kept to a minimum.

1.6 All vehicles utilising on-site parking bays should be able to enter and exit a site in a forward gear.

1.7 Where possible, new parking facilities and access points are to be linked to existing parking facilities both within the site and to those on adjacent sites. The City may require as a condition of any approval that parking facilities and access points which have the opportunity to provide for shared access across sites are subject to an easement in gross to the benefit of the City for the purpose of public access.

1.8 Access points shall be designed to minimise:



- (a) traffic or pedestrian hazards,
- (b) conflict with pedestrian/cyclist pathways,
- (c) the impact on nearby residential uses,
- (d) traffic congestion, and
- (e) interference with public transport facilities.

2 Parking Design

- 2.1 The design of parking facilities should comply fully with the relevant Australian Standards.
- 2.2 Entry and exit points and vehicle circulation patterns are to be clearly indicated.
- 2.3 Car stacking systems or other such systems may be supported subject to the submission of a parking management plan detailing the operation of the system.
- 2.4 The design of entrances and exits and the position of parking control equipment (in the case of public car parks) shall prevent on-street queuing of vehicles seeking entry to a parking facility and minimise disruption to pedestrians and traffic flows.
- 2.5 Design of a parking facility including internal circulation roadways and ramps within a public or private car park shall be designed in accordance with AS 2890.1.

3 Sight lines

- 3.1 Sight lines and visual truncation requirements for exiting vehicles shall be designed in accordance with Clause 3.2.4 and Figure 3.3 of AS 2890.1:2004.1 (as amended).

4 Variations to policy requirements 1 - 3 above

- 4.1 Where the policy measures at 1 - 3 above are not able to be achieved, a performance based solution may be considered. A performance-based solution, if sought, must be supported by report which includes a risk assessment and proposed mitigation measures. The report must be prepared by a suitably qualified traffic engineer demonstrating that the proposal will not result in any unacceptable safety risk to occupants, footpath users and road users and that the proposal does not present an unacceptable risk to the efficiency of the local road network.
- 4.2 If the risk assessment and proposed mitigation measures are acceptable to the City, and the proposal ultimately approved, the development shall be subject to a condition which requires that the mitigation measures contemplated by the report shall be implemented prior to the occupation of the development and measures retained in perpetuity to the satisfaction of the City.

45 On Site Car Parking

- 5.1. Car parking bays are to be provided in accordance with the ratios set out in Table 1 below for:
 - (a) all new developments; or
 - (b) modifications to existing developments which result in an increase to the NLA or PFA; or



(c) a change of use to a use which requires more car parking than existing.

- 5.2. Where a modification to an existing development or a change of use is proposed which results in additional NLA or PFA and/or creates an additional demand for car parking, additional bays are to be provided in accordance with Table 1 below.

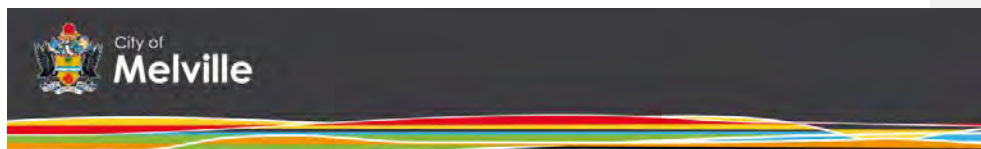
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Table 1: Car parking ratios

Uses	Car Parking Requirements
<i>Community Uses</i>	
Child ~~Minding — Centres~~ Care Premises	One bay per 10 children, plus 0.5 bays per staff member, ~~and drop-off and pick-up area to the satisfaction of the Council.~~
Educational Establishment	In addition to the ratios below, where it is proposed to add one or more additional classrooms to any existing Educational Establishment, a Travel Plan is required to be submitted for approval.
Pre-primary & Primary	6 bays available for use as a pick up and drop off area plus 0.5 bays per staff member.
Secondary	0.5 bays per staff member
Tertiary/Technical	1 bay per 5 students, plus 0.5 bays per staff member.
~~Family Day Care~~	~~4 bay in addition to the R-Codes parking requirement for the dwelling.~~
~~Place of~~ Public Worship	1 bay per 10m ² PFA, plus 0.5 bay per staff member.
<i>Food and Entertainment</i>	
Bed and Breakfast	1 bay per guest bedroom, in addition to the R-Codes parking requirement for the dwelling.
Cinema / Theatre / Public Amusement	1 bay per 5 patrons at capacity, plus 0.5 bay per staff member.
Hotel / Tavern	1 bay per 10m ² PFA, plus 0.5 bay per staff member, plus 1 bay per bedroom.
Restaurant / Café / Small Bar / Lunch Bar / ~~Take-Away~~ Fast Food Outlet	1 bay per 10m ² PFA, plus 0.5 bay per staff member.
<i>Health Uses</i>	
Recreation ~~— Private / — Health~~ Studio	1 bay per 20m ² NLA for individual recreation activities or 1 bay per 4 patrons at capacity for grouped based recreational activities.
Hospital / ~~Aged and Dependant Persons Housing / Residential Aged Care~~	1 bay per 3 beds, plus 0.5 bays per staff member (including health consultants). Ambulance and hospital bus parking bays as required by the City.
Medical Centre / Consulting Rooms / Veterinary Clinic	3 bays per health consultant, plus 0.5 bay per staff member (including health consultants).
<i>Office</i>	
Office	1 bay per 50m ² NLA.

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<i>Retail</i>	
Shop / ~~Corner Home~~ Store / Convenience Store / Restricted Premises	1 bay per 20m ² NLA
<i>Large Scale Retail or Wholesale</i>	
Auction Premises	1 bay per 40m ² of land or building area used for auction purposes, plus 0.5 bay per staff member.
Car Sales Premises / Open Air Display	1 bay per 100m ² of display or sale area, plus 0.5 bays per staff member.
Garden Centre / Plant Nursery	1 bay per 50m ² of land or buildings used for display or sale.
Service Station	0.5 bay per staff member.
Showroom	1 bay per 40m ² NLA.
<i>Industry</i>	
Light Industry / Service Industry	1 bay per 50m ² NLA, with a minimum of 4 bays for each unit.
Industry General	1 bay per 200m ² NLA.
Motor Vehicle Hire/Repair/Sales	3 bays per service bay plus 0.5 bay per staff member.
Motor Vehicle Wrecking	6 customer bays plus 0.5 bay per staff member.
Storage / Warehouse	1 bay per 100m ² NLA.
<i>Other</i>	
Other uses not listed above	At the discretion of the Council, having regard to similar uses, the precinct, the site, surrounding uses, off-site parking availability and having regard to recognised car parking standards for similar uses.

5.3. Where the car parking ratio specified in Table 1 results in a requirement for a part bay, the car parking requirement shall be rounded to the nearest whole number.

5.4. Car parking for staff members referenced in Table 1 above are to be calculated based upon the maximum number of staff in attendance at any one time.

~~All parking facilities, access and manoeuvring areas are to be designed in accordance with Australian Standard AS 2890.1: Parking facilities – Off-street parking (as amended).~~

~~5.6-5.5.~~ Universal parking bays

(a) Car parking bays marked exclusively for use by drivers with disabilities at the rate specified in the Building Code of Australia and relevant Australian Standard (AS28990.1) are to be provided.

(b) These bays are included within the car parking requirements set out in Table 1.

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~~5.6.~~ Tandem parking bays will generally only be accepted where the two bays are provided for the use of a single tenancy and where the use would allow for this practice.

5.7. The City supports the use of sensitively located car stacking systems.

5.8. On-site parking should be located behind the building line or within the building where possible. Parking within the front setback area of a development is discouraged.

~~5.9.~~ The City encourages the early consideration of electric vehicle charging infrastructure for both employees and visitor bays. As part of the development application, applicants are encouraged to demonstrate that, the development has been designed with for future capacity to supply electric vehicle charging points taking into account the WAPC Position Statement – Electric Vehicle Charging Infrastructure March 2024.

6. Specialist Vehicles and Service and/or loading bays

~~6.1.~~ For developments with a NLA of greater than 500m² at least one service or loading bay shall be set aside and marked for the exclusive use of service, delivery and courier vehicles between 7am – 7pm each day.

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~~6.1.6.2.~~ For developments/land uses where larger passenger vehicles are often parked or service the activity, specialist bays may be required to accommodate these vehicles.

~~6.2.6.3.~~ The service or loading bay or specialist vehicle bay is in addition to the car parking requirements set out in Table 1.

~~6.3.6.4.~~ The bay(s) are to be of a suitable size and location for the nature of the land uses proposed.

7. Motorcycle / scooter parking bays

~~7.1.~~ Where 15 or more car parking bays are provided on a development site, motorcycle / scooter parking bays are required to be provided in accordance with Table 2 below.

~~7.1.~~

~~7.~~

~~7.3.7.2.~~ Where motorcycle / scooter parking bays are required, the number of parking bays required by Table 1 above, can be reduced at a ratio of one car parking bay reduction for every two motorcycle / scooter parking bays provided.



Table 2: Motorcycle and scooter parking requirements

Car Bays Required by Table 1	Number of Motorcycle / Scooter parking bays required
0-14	0
15 - 29	2
30 - 44	4
45 - 59	6
60 - 74	8
75 - 89	10
90+	At the discretion of the City.

8. Bicycle parking facilities

8.1. A minimum of two bicycle parking facilities are to be provided on a subject site unless a greater number is specified in Table 3 below.

7-5-8.2. The ratios specified in Table 3 below are to be applied based upon the car parking bays that the development requires in Table 1 less any variations that are permitted by Part 6 of this policy.

Table 3 Bicycle parking requirements

Uses	Bike parking requirements
<i>Community Uses</i>	
Child CareMinding Centres	2 per 10 car parking bays
Educational Establishment	6 per 10 car parking bays
Family Day Care	None applicable.
Places of public Worship	2 per 10 car parking bays.
<i>Health Uses</i>	
Recreation / ~~Health Centre~~ Private / Hospital / Medical Centre / Consulting Rooms / Veterinary Clinic	2 per 10 car parking bays.
<i>Food and Entertainment</i>	
Bed and Breakfast Accommodation	None applicable.
Cinema / Theatre / Public Amusement	1 bay per 10 patrons at capacity.
Hotel / Tavern / Restaurant /	2 per 10 car parking bays.

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Café / Small Bar / Lunch Bar / ~~Take Away~~ Fast Food Outlet	

<i>Office</i>	
Office	3 per 10 car parking bays.

<i>Retail</i>	
Shop / ~~Corner Home~~ Store / Convenience Store / Restricted Premises	2 per 10 car parking bays.

<i>Large Scale Retail or Wholesale</i>	
Auction Premises / Car Sales Premises / Open Air Display / Garden Centre / Plant Nursery / Showroom	1 per 10 car parking bays.
Service Station	Not applicable

<i>Industry</i>	
Light Industry / Service Industry / Motor Vehicle Hire/Repair/Sales / Motor Vehicle Wrecking / General Industry / Storage / Warehouse	1 per 10 car parking bays.

<i>Other</i>	
Other uses not listed above	At the discretion of the Council, having regard to similar uses, the precinct, the site and off-site bicycle parking availability.

7-6-8.3. Bicycle spaces are to comply with Australian Standard AS 2890.3: Parking facilities – Bicycle parking facilities (as amended) and are to be conveniently and safely located.

7-7-8.4. End of trip facilities are required where more than 6 bicycle spaces are required by Table 3 above, as follows:

- (a) A minimum of one locker for each bicycle space;
- (b) A minimum of one unisex shower and change room. Additional shower facilities are to be provided at a rate of one female shower and one male shower for every additional

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10 bicycle parking bays, to a maximum of five female and five male showers per development.

- (c) The end of trip facilities are to be located as close as possible to the bicycle parking facilities.

8.9. Variations to Car-Parking Standards

8.4.9.1. The following clauses outline the criteria for reductions to the parking standards specified in sections 5-8 above. In considering any reduction to standards, the City may request the preparation and approval of a Travel Plan in accordance with Part 10 of this policy below.

~~The following clauses (Clauses 6.2-6.5) outline the criteria for reductions to the parking standards specified in Table 1. In considering any variation to standards, Council may as part of its assessment of a development application, request the preparation and approval of a Travel Plan in accordance with Part 10 of this policy below.~~

9.2. Activity Centre Parking

- (a) A reduction in the car parking requirements of Table 1 is acceptable within certain Activity Centres due to their proximity to public transport and other public parking infrastructure. Accordingly, the car parking requirements of Table 1 may be reduced by up to 25% where the City is satisfied that:

- (i) The development site is within an Activity Centre which is within the following Secondary or District activity centres as designated by State Planning Policy 4.2: Activity Centres.

~~Secondary Centre~~

~~Booragoon (Melville City Centre)~~

~~District Centre~~

~~Canning Bridge~~

~~Riseley~~

~~Melville~~

~~Petra Street~~

- ~~(viii)~~(ii) The development proposal is consistent with an approved Parking Management Plan for the centre.

9.3 Reciprocal Parking

- (a) The City can consider reciprocal parking arrangements as follows:
- i. Up to 100 per cent of the parking requirement specified in Table 1 where there is no overlap in operating times, or



- ii. Up to 50 per cent of the parking requirement specified in Table 1 where there is partial overlap in operating times.

(b) Reciprocal parking arrangements may be considered acceptable where the City is satisfied that an appropriate level of parking is provided for the uses on the subject site and any other site applicable to the reciprocal arrangement.

(b)(c) The parking facilities serving the uses will be located on the one lot, or if located on a separate lot, the parking arrangements are permanent (e.g., through an easement, amalgamation, legal agreement, condition of approval, or any other formal arrangement acceptable to the City).

(e)(d) The parking facilities are conveniently located to both developments.

(e) Supported by parking studies for a similar development(s) within a similar land use.

(e)(f) Reciprocal parking arrangements can be considered within individual mixed use development sites and/or between different development sites.

9.4 Shared Parking

Shared parking is encouraged within certain Activity Centres to allow parking facilities to be used more efficiently.

- (a) Where car parking bays required by Table 1 are designated as part of the development application as shared parking, the car parking requirements of Table 1 may be reduced by 25% (for the proportion of bays which are designated as shared parking only) where the City is satisfied that:

- i. An appropriate level of ~~car~~ parking is provided for the proposed uses;

- ii. The development site is within an Activity Centre which is designated as a Secondary or District activity centre by State Planning Policy 4.2 – Activity Centres; and

- ~~iii.~~ There will be no structural or visual impediment to the use of the shared parking bays by the public.

9.5 Additional Bicycle Parking

- (a) The car parking requirements of Table 1 may be reduced by up to two car parking bays where additional bicycle parking above that required by Part 8 of this policy is provided, where the City is satisfied the following criteria are met:

- i. The proposed development is within an Activity Centre which is designated as a Secondary or District activity centre by State Planning Policy 4.2 as outlined in 6.4.2(b) above.
- ii. Bicycle parking is provided at the rate of six bicycle spaces per car bay reduction; and
- iii. The City considers there to be a need for additional bike parking in the area; and
- iv. The bicycle parking is to be located so to be readily visible and accessible by the public.



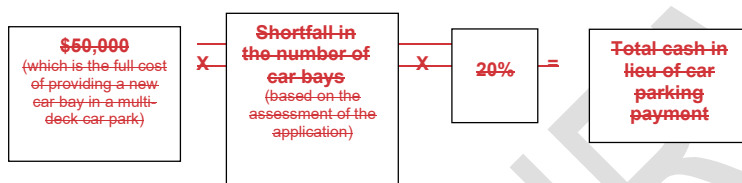
- (b) Additional bicycle parking in lieu of on-site car parking may be considered by the City where the car parking requirement for the development (as prescribed by Table 1) is more than 50 bays, subject to the criteria set out within 9.5.1 (a) – (d) above.

Cash-in-lieu

~~7.1 Where an application proposes a shortfall in on-site car parking which is not fully addressed by the provisions in Part 6 above, the City may require the provision of cash in lieu for some, or all of the on-site car parking shortfall.~~

~~14.0 The City will not accept cash in lieu of car parking contributions where it considers that the required car parking could instead be provided on-site.~~

~~7.3 Cash in lieu contributions are calculated as follows:~~



~~7.4 Revenue raised through cash-in-lieu will:~~

~~(cc) be placed in holding accounts linked to the geographical source of the contributions.~~

~~(ee) be used to construct and maintain additional shared public parking for the particular area or to fund TravelSmart initiatives, new footpaths, cycling infrastructure, improved public transport or other appropriate community benefits in said area.~~

~~7.5 Cash in lieu payments can be satisfied via:~~

~~(ii) An upfront payment (prior to commencement of the development) or~~

~~(kk) via instalments (including all legal and documentation fees) at the full expense of the landowner subject to:~~

~~(xxxix) Maximum instalment period not exceeding five years;~~

~~(xl) Payment in equal instalments, inclusive of an agreed interest rate, with the first instalment payable prior to the commencement of the development with subsequent instalments payable annually thereafter;~~

~~(xli) Such arrangements being governed by an appropriate legal agreement, prepared to the satisfaction of the City, to include a suitable Memorial or Caveat on the relevant Certificate of Title.~~

~~7.6 Notwithstanding the above clauses in Part 7 of this policy, the City can waive the requirement for cash-in-lieu payment where it is satisfied that an appropriate level of~~